

CHARTER TOWNSHIP OF
YPSILANTI BOARD OF TRUSTEES

Supervisor

BRENDA L. STUMBO

Clerk

KAREN LOVEJOY ROE

Treasurer

LARRY J. DOE

Trustees

STAN ELDRIDGE

HEATHER JARRELL ROE

MONICA ROSS WILLIAMS

JIMMY WILSON, JR.

December 20, 2016

Regular Meeting – 7:00 p.m.

**Ypsilanti Township Civic Center
7200 S. Huron River Drive
Ypsilanti, MI 48197**

DEPARTMENTAL REPORTS

14-B District Court

Revenue Report for November 2016

General Account

Account Number	
Due to Washtenaw County	
(101-000-000-214.222)	<u>\$3,700.63</u>
Due to State Treasurer	
Civil Filing Fee Fund (MCL 600.171):	\$14,693.00
State Court Fund (MCL 600.8371):	\$1,290.00
Justice System Fund (MCL 600.181):	\$27,810.13
Juror Compensation Reimbursement Fund:	
Civil Jury Demand Fee (MCL 600.8371):	\$0.00
Drivers License Clearance Fees (MCL 257.321a):	\$1,650.00
Crime Victims Rights Fund (MCL 780.905):	\$6,623.39
Judgment Fee (Dept. of Natural Resources):	\$0.00
E-File Fee (228.56):	\$4,480.00
Due to Secretary of State	
(101-000-000-206.136)	\$1,650.00
Total:	<u>\$58,196.52</u>

Due to Ypsilanti Township

Court Costs (101-000-000-602.136):	\$39,421.83
Civil Fees (101-000-000-603.136):	\$15,732.00
Probation Fees (101-000-000-604.000):	\$5,519.72
Ordinance Fines (101-000-000-605.001):	\$70,827.17
Bond Forfeitures (101-000-000-605.003):	\$3,405.00
Interest Earned (101-000-000-605.004):	\$0.00
State Aid-Caseflow Assistance (101-000-602.544):	\$0.00
Expense Write-Off:	\$0.00
Bank Charges (Expense - 101.136.000.957.000):	(\$775.31)
Total:	<u>\$134,130.41</u>

Total to General Account - (101.000.000.004.136): **\$196,027.56**

Escrow Account

(101-000-000-205.136)

Court Ordered Escrow:	\$414.00
Garnishment Proceeds:	\$0.00
Bonds:	\$14,106.00
Restitution:	\$6,110.04

Total to Escrow Account - (101.000.000.205.136): **\$20,630.04**

		Year to Date	
	Prior Year Comparison		
Month	Revenue	Revenue	
	2015	2016	
January	\$101,726.02	\$ 121,678.02	
February	\$127,974.93	\$ 175,343.69	
March	\$119,020.09	\$ 154,916.76	
April	\$119,225.82	\$ 133,933.35	
May	\$90,046.85	\$ 136,097.41	
June	\$87,731.39	\$ 138,669.47	
July	\$103,821.60	\$ 131,882.07	
August	\$110,392.69	\$ 156,356.14	
September	\$124,547.06	\$ 155,340.95	
October	\$112,911.89	\$ 148,098.94	
November	\$91,790.74	\$ 134,130.41	
December	\$108,226.82		
Grant:	\$41,250.00	\$ 82,500.00	
Standardization			
Payment:	\$45,724.00	\$ 45,724.00	
Year-to Date			
Totals:	\$1,384,389.90	\$ 1,714,671.21	
Expenditure			
Budget:	\$1,328,089.00	\$ 1,443,321.00	
Difference:	\$56,300.90	\$ 271,350.21	

14-B District Court

Monthly Disbursements

November 2016

Revenue received as a Fine for violation of a State Statute is disbursed to the Washtenaw County Treasurer, for library purposes.

Revenue received as a Fine for violation of a Township Ordinance and all Court Costs are disbursed to the Ypsilanti Township Treasurer. Local revenue also includes Probation oversight fees and Bond Forfeitures.

Revenue received as State Filing Fee, State Court Fund, Justice System Fund, Juror Compensation, Crime Victims Rights Fund and Dept. of Natural Resources Judgment Fee is forwarded to the State Treasurer.

Money received as Garnishment Proceeds, Criminal Bonds, Restitution, and Court Ordered Escrow are deposited in the Escrow Account of the Court.

All other revenues are transferred to the Ypsilanti Township Treasurer.

November 2016 Disbursements:

Washtenaw County:	\$ 3,700.63
State of Michigan:	\$ 58,196.52
Ypsilanti Township Treasurer:	\$134,130.41

TOTAL: \$196,027.56

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Charter Township of Ypsilanti
Residential Services Division

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 484.0073
Fax: (734)544.3501

www.ytown.org

MEMORANDUM

TO: Ypsilanti Township Board of Trustees

FROM: Jeff Allen, Director – Residential Services Department

DATE: December 9, 2016

RE: RSD Monthly Board Report- November-December

We finished up the last of our sidewalk work per the Township sidewalk program. I inspected about 80 locations and we repaired almost 30. The costs of this was about \$15,000 for the year. We are already getting calls to look at some for the 2017 year.

I met with AF Smith to go over the electrical request from Linda Mealing at the CRC building on Tyler Rd. Glenn from AF Smith provided a quote and I gave it to Mike Radzik for his approval. At this point, I think they are seeking more quotes.

I also brought in AF Smith to fix the problems we were experiencing out at the building site at Huron River Drive. We were having difficulty getting it lighted, and they found a burned out ballast inside the sign.

Karen Wallin, Deb Agdorny and I conducted first round interviews, seeking a new golf pro for the Green Oaks golf course. Both candidates were very professional, one did seem to fit the job a bit better than the other one.

We did conduct interviews for another person to work the gate at the Compost Site. Kermit Sizemore had given us notice he was going to leave and we found a replacement in David Shipley. Now Kermit is going to stay on part-time which gives us even better coverage at the site. It has been difficult to cover 47 hours a week at the site with just 2 P/T employees.

We did an overhaul on our sidewalk boiler system. We replaced the glycol in the system and added enough to make it good to -20 F. This system worked very well with the 10” of snow we have over the weekend. The heated areas were dry of any moisture.

While the weather was decent, we continued to do pruning of trees and shrubs in Ford Lake Park. We have removed about 20 yards of chipping materials from just part of the project at this

point. We also added a drainage pipe on the south side of the tennis/pickle ball courts that will allow for a low spot to drain out and into the lawn to the east.

We replaced the variable speed drive on our chiller pumps this fall after the cooling season. We should be ready to go in the spring/summer with both VFD's and pumps.

I attended the Huron River Watershed Council meeting last week to report out what the Township as done in regard to our storm water and the Huron River/Ford Lake. The HRWC also informed us of their project plans going into 2017.

The Ford Lake Dam EAP was conducted this past week. This was coordinated by Michael Saranen and included the plan for what to do in the case of an emergency at Ford Lake Dam. This could be a dam failure or a high water incident where we would have to close parks and notify various reporting agencies.

We continue to meet and work on the Tyler Dam project. YCUA is now running the project at this point. We continue to work with them and the County Water Resource office to create the drainage district while reducing the Township's portion of the project. We recently met on this to discuss the Township's portion versus YCUA and what amount would go to the drainage district. It was determined that about \$350,000 of the original \$1.9M would fall to Ypsilanti Township. The Township Board has already approved a budget amendment for \$25,000 planned to be spent here in 2016. That will leave about \$325,000 to be budgeted in 2017 and we will more than likely bring that to the Board at the January 2017 meeting. Removing the \$350,000 from the \$1.9M leaves \$1.55M. This portion of the project will be handled by the Washtenaw County Water Resources division. However, per the drainage district, they will have to re-bid this portion and so the dollar figure may change either up or down. This final bid that is to occur in early 2017, will then be dispersed by all the users of the drainage district and the Township is a large portion of that percentage. In essence, though it is pretty clear that this will save the Township a lot of money off of the original commitment of \$1.9M. In 2017, we can also anticipate spending \$44,800 for professional services to pay Stantec, our engineering firm working on this project. This amount was approved at the September 21 Township Board meeting.

FORD LAKE DAM

Average precipitation for the month of November is around 2.71", this year it was about 2.16" and production for the month was average.

ACTIVITIES:

Regulatory:

For 2016-

- update DSSMP (complete)
- EAP Training (complete)
- Part 12- recommendation plan (started)
- Concrete maintenance (complete)
- Bridge light replacement (complete)

- Substation maintenance (complete)
- WQ Report (in review by resource agencies)
- Nuisance Plant Plan Report (completed)
- Wildlife Plan Report (in review)
- Historical Activity Report (complete)
- Gate Certification (complete)
- Security Review (complete)
- Annual Safety inspection (complete)
- EAP annual update and test (Review complete, preparing filing with FERC)

Transfer Trip Communication

The Township Board approved a construction agreement for new communication with the DTE substation. DTE Electric has provided a project cost of \$180,000. Installation was targeted for May 2015 and then October 2015, the most recent schedule is for December 2016. The new equipment has been installed in the Hydro (by the Twp.) and now waiting on DTE. Once commissioning of the new equipment the old AT&T lines will no longer be needed saving over \$36K per year.

Operation Summary

2016	November	YTD	3yr Ave.
Precipitation	2.16"	28.60"	31.4
Days Online	30	328.5	348
Generation MWH (estimated)	784.770	7,936.789	8,558.000
Generation lost MWH (estimated)*	6.200	229.798	
After Hour Call In			
Water levels	4	28	40
Mechanical/Electrical	0	4	3
Other	0	2	5
Totals	4	34	48

Recent History	2013	2014	2015
Precipitation total	40.87"	34.31"	25.27"
Days Online	345	355	345
Generation MWH (estimated)	8,991.285	9,745.999	7,723.040
Generation lost MWH (estimated)*	454.824*	643.164*	419.050*
After Hour Call In			
Water levels	44	43	32
Mechanical/Electrical	1	7	1
Other	0	15	1
Totals	45	67	34

*losses related to scheduled & unscheduled maintenance and water quality discharges.

** NOAA, (36" average precipitation annually)

Spilling Summary:

Releasing water from the sluice gates is done primary to maintain lake level when flow exceeds the powerhouse. At certain times we can use the gates to help keep the lake mixing to maintain oxygen levels (effectiveness depends on a number of factors) at the bottom of the lake.

The water quality monitoring begins on June 1st and ends on September 30th; operators monitor the water quality conditions, and take readings as outlined in the WQ Plan. The hydro discharges from the bottom gates to maintain run of river and/or help with water quality in Ford Lake. The Federal License requires we pass water with a minimum of 5mg/l of dissolved oxygen all the time. Therefore, spilling from the bottom gates in the summer for the purpose of improving the lake is not always possible.

Sluice Gate Usage Summary

2016	Current Year Days Spilled	Current Year Lost KWh*	Current Year Lost \$*	Prior Year Lost \$*
January	0	0	0	0
February	0	0	0	0
March	9	0	0	0
April	4.6	0	0	0
May	7.8	48,350	2,734	139
June	20.0	168,160	8,586	5,219
July	0	0	0	2,230
August	1.1	0	0	4,335
September	0	0	0	0
October	.1	0	0	0
November	.3	0	0	0
December				0
Totals	42.9	216,510	\$ 11,320	\$ 11,923*

*estimated losses from diverting water away from generators for the purpose improving WQ.

YPSILANTI TOWNSHIP FIRE DEPARTMENT
MONTHLY REPORT

OCTOBER 2016

Fire Department staffing levels are as follows:

1 Fire Chief	3 Shift Captains	17 Fire Fighters
1 Clerk III/Staff Support	3 Shift Lieutenants	2 Probationary Fire Fighters

All fire department response personnel are licensed as Emergency Medical Technicians by the State of Michigan Public Health. During the month, the fire department responded to 361 requests for assistance. Of those requests, 233 were medical emergency service calls, with the remaining 128 incidents classified as non-medical and/or fire related.

Department activities for the month of October, 2016:

- 1) The Public Education Department participated in the following events:
 - a) Truck Demonstration at First Fine Arts PreSchool
 - b) Truck Demonstration at Wiard's Orchard
 - c) Toured Willow Run Business Center on Tyler Road
 - d) Hosted Township Sponsored Shred Services for Residents
 - e) Truck Demonstration at Whittaker Village Halloween Party
 - f) Trunk or Treat at Faith Lutheran Church
 - g) Trunk or Treat at Greene Farm Subdivision Party
 - h) Trunk or Treat at Christian Life Center Church
 - i) Smoke Alarms: 520 Elder (2) & 239 Taft (2)
 - j) Car Seat fittings for U of M Buckle Up program

- 2) Fire fighters attended 7 neighborhood watch meetings

- 3) Fire fighters received training in the following areas:
 - a) Washtenaw County HazMat
 - b) ResQ Pod
 - c) New Air Packs

The Fire Chief attended these meetings / events for the month of October, 2016:

- 1) WAMAA meeting
- 2) Washtenaw 100 Club dinner
- 3) Fire Inspections for Wingate & Julie Drive
- 4) Table Top Exercise at GM Plant on Tyler
- 5) Officers meeting
- 6) Met with Insurance Adjustor for Wingate
- 7) Regional Grant meeting
- 8) Vendor meeting – Davis Restoration
- 9) HazMat Authority Board meeting
- 10) Southeast Michigan Fire Chiefs meeting
- 11) 2 Fire Department Negotiation Prep meetings
- 12) 11 Liquor License Reinspections
- 13) Vendor meeting – Signal Restoration
- 14) Civil Service Committee special meeting
- 15) WAMAA Subcommittee meeting
- 16) 800 MHz meeting
- 17) Met with IT Director – new phone system
- 18) Quality Assurance / Medical Control Board meeting
- 19) EMS Commission meeting
- 20) Snow Emergency Committee meeting
- 21) ResQ CPR meeting with Firefighter Union President
- 22) 3 Burn Permits issued

There was 1 injury and 0 deaths reported this month for civilians.

There was 0 injuries and 0 deaths reported this month for fire fighters.

This month the total fire loss, including vehicle fires, is estimated at **\$494,400.00**. All occurred at the following locations:

DATE OF LOSS	ADDRESS	ESTIMATED LOSS
1) 10/03/2016	1561 Wingate Blvd	\$ 350,000.00 (building)
2) 10/06/2016	1576 Andrea	\$ 400.00 (cooking)
3) 10/07/2016	1849 E Michigan	\$ 0.00 (outside rubbish)
4) 10/08/2016	9912 Julie Drive	\$ 60,000.00 (building)
5) 10/08/2016	9912 Julie Drive (exp #1)	\$ 2,000.00 (vehicle)
6) 10/08/2016	9912 Julie Drive (exp #2)	\$ 1,500.00 (vehicle)
7) 10/08/2016	9912 Julie Drive (exp #3)	\$ 1,000.00 (vehicle)
8) 10/08/2016	9908 Julie Drive (exp #4)	\$ 500.00 (vehicle)
9) 10/08/2016	9916 Julie Drive (exp #5)	\$ 5,000.00 (building)
10) 10/09/2016	1192 Woodglen	\$ 0.00 (outside rubbish)
11) 10/15/2016	S Grove @ David	\$ 0.00 (brush)
12) 10/19/2016	1500 Stamford	\$ 0.00 (Mutual Aid – Superior Township)
13) 10/26/2016	665 N Miami	\$ 60,000.00 (building)
14) 10/27/2016	W Circle Drive	\$ 0.00 (Mutual Aid – City of Ypsilanti)
15) 10/29/2016	181 Russell Court	\$ 3,000.00 (building)
16) 10/31/2016	1622 Wingate Blvd	\$ 11,000.00 (building)

Respectfully submitted,

Rhonda Bates, Clerical Support Staff
Charter Township of Ypsilanti Fire Department

Attachment: Fire House Incident Type Report (Summary) 10/01/2016 – 10/31/2016

Ypsilanti Township Fire Department

Incident Type Report (Summary)

Alarm Date Between {10/01/16} And {10/31/16}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
100 Fire, Other	1	0.28%	\$0	0.00%
111 Building fire	7	1.94%	\$489,000	98.90%
113 Cooking fire, confined to container	1	0.28%	\$400	0.08%
131 Passenger vehicle fire	4	1.11%	\$5,000	1.01%
142 Brush or brush-and-grass mixture fire	1	0.28%	\$0	0.00%
150 Outside rubbish fire, Other	1	0.28%	\$0	0.00%
151 Outside rubbish, trash or waste fire	1	0.28%	\$0	0.00%
	16	4.43%	\$494,400	99.99%
2 Overpressure Rupture, Explosion, Overheat(no fire)				
251 Excessive heat, scorch burns with no ignition	1	0.28%	\$35	0.00%
	1	0.28%	\$35	0.00%
3 Rescue & Emergency Medical Service Incident				
300 Rescue, EMS incident, other	37	10.25%	\$0	0.00%
311 Medical assist, assist EMS crew	28	7.76%	\$0	0.00%
320 Emergency medical service, other	10	2.77%	\$0	0.00%
321 EMS call, excluding vehicle accident with injury	31	36.29%	\$0	0.00%
322 Motor vehicle accident with injuries	10	2.77%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	17	4.71%	\$0	0.00%
	233	64.54%	\$0	0.00%
4 Hazardous Condition (No Fire)				
411 Gasoline or other flammable liquid spill	1	0.28%	\$0	0.00%
412 Gas leak (natural gas or LPG)	1	0.28%	\$0	0.00%
424 Carbon monoxide incident	2	0.55%	\$0	0.00%
441 Heat from short circuit (wiring), defective/worn	2	0.55%	\$0	0.00%
444 Power line down	3	0.83%	\$0	0.00%
445 Arcing, shorted electrical equipment	4	1.11%	\$0	0.00%
	13	3.60%	\$0	0.00%
5 Service Call				
500 Service Call, other	2	0.55%	\$0	0.00%
510 Person in distress, Other	1	0.28%	\$0	0.00%
522 Water or steam leak	1	0.28%	\$0	0.00%
531 Smoke or odor removal	5	1.39%	\$0	0.00%
542 Animal rescue	1	0.28%	\$0	0.00%
550 Public service assistance, Other	1	0.28%	\$0	0.00%

Ypsilanti Township Fire Department

Incident Type Report (Summary)

Alarm Date Between {10/01/16} And {10/31/16}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
5 Service Call				
5501 Neighborhood Watch	5	1.39%	\$0	0.00%
5502 Community Outreach	1	0.28%	\$0	0.00%
561 Unauthorized burning	3	0.83%	\$0	0.00%
	20	5.54%	\$0	0.00%
6 Good Intent Call				
600 Good intent call, Other	1	0.28%	\$0	0.00%
611 Dispatched & cancelled en route	27	7.48%	\$0	0.00%
6111 Canceled on Arrival	22	6.09%	\$0	0.00%
621 Wrong location	1	0.28%	\$0	0.00%
622 No Incident found on arrival at dispatch address	5	1.39%	\$0	0.00%
651 Smoke scare, odor of smoke	1	0.28%	\$0	0.00%
652 Steam, vapor, fog or dust thought to be smoke	1	0.28%	\$0	0.00%
	58	16.07%	\$0	0.00%
7 False Alarm & False Call				
700 False alarm or false call, Other	6	1.66%	\$0	0.00%
732 Extinguishing system activation due to malfunction	1	0.28%	\$0	0.00%
733 Smoke detector activation due to malfunction	2	0.55%	\$0	0.00%
735 Alarm system sounded due to malfunction	3	0.83%	\$0	0.00%
736 CO detector activation due to malfunction	1	0.28%	\$0	0.00%
740 Unintentional transmission of alarm, Other	3	0.83%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	1	0.28%	\$0	0.00%
745 Alarm system activation, no fire - unintentional	1	0.28%	\$0	0.00%
746 Carbon monoxide detector activation, no CO	2	0.55%	\$0	0.00%
	20	5.54%	\$0	0.00%

Total Incident Count: 361

Total Est Loss:

\$494,435

**BUILDING DEPARTMENT REPORT
ALEX MAMO - CHIEF BUILDING OFFICIAL**

BUILDING DEPARTMENT REPORT - November 2016													
Permit Type	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTALS
Building	46	66	77	138	183	158	107	129	106	106	90		1,206
	\$ 15,022	\$ 12,486	\$ 51,384	\$ 29,532	\$ 50,604	\$ 36,148	\$ 29,746	\$ 27,432	\$ 128,847	\$ 28,186	\$ 20,188		\$ 429,575
Electrical	43	43	30	38	23	76	38	59	44	31	39		464
	\$ 4,780	\$ 3,630	\$ 2,855	\$ 6,205	\$ 2,110	\$ 6,680	\$ 3,235	\$ 4,925	\$ 4,830	\$ 3,540	\$ 3,820		\$ 46,610
Mechanical	95	83	70	63	56	124	95	125	99	112	86		1,008
	\$ 7,150	\$ 8,655	\$ 7,980	\$ 5,185	\$ 4,315	\$ 9,795	\$ 7,125	\$ 9,772	\$ 9,711	\$ 9,165	\$ 6,720		\$ 85,573
Plumbing	44	54	45	32	62	55	35	59	50	43	36		515
	\$ 4,345	\$ 3,975	\$ 3,440	\$ 2,580	\$ 4,575	\$ 7,795	\$ 2,960	\$ 5,770	\$ 3,425	\$ 5,390	\$ 3,930		\$ 48,185
Zoning	1	4	5	19	13	17	10	14	23	7	6		119
	\$ 35	\$ 140	\$ 250	\$ 935	\$ 650	\$ 850	\$ 485	\$ 700	\$ 1,150	\$ 350	\$ 300		\$ 5,845
Sub Totals	229	250	227	290	337	430	285	386	322	299	257	-	3,312
TOTAL YTD	\$ 31,332	\$ 28,886	\$ 65,909	\$ 44,437	\$ 62,254	\$ 61,268	\$ 43,551	\$ 48,599	\$ 147,963	\$ 46,631	\$ 34,958	\$ -	\$ 615,788

INSPECTION RUNNING TOTALS (Building/Trades & Rental)													
Inspections	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTALS
Total 2016	542	381	564	398	509	592	526	654	677	544	594		5,981
Rental Inspections	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTALS
Total 2016	414	420	374	244	181	238	266	315	271	266	294		3,283

**BUILDING DEPARTMENT REPORT
ALEX MAMO - CHIEF BUILDING OFFICIAL**

BUILDING DEPARTMENT REPORT - 2015													
Permit Type	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTALS
Building	46	61	87	116	114	128	148	125	152	125	75	79	1,256
	\$ 3,081	\$ 9,211	\$ 20,850	\$ 16,030	\$ 13,320	\$ 23,326	\$ 19,613	\$ 35,654	\$ 34,430	\$ 55,071	\$ 12,482	\$ 18,519	\$ 261,587
Electrical	23	78	38	43	59	51	62	59	60	44	30	23	570
	\$ 1,530	\$ 4,715	\$ 2,775	\$ 3,375	\$ 4,090	\$ 3,525	\$ 4,975	\$ 3,910	\$ 4,305	\$ 4,135	\$ 2,725	\$ 2,160	\$ 42,220
Mechanical	78	89	119	101	130	155	69	107	117	91	72	79	1,207
	\$ 4,600	\$ 6,140	\$ 9,060	\$ 7,370	\$ 8,650	\$ 10,110	\$ 5,924	\$ 8,890	\$ 9,400	\$ 7,850	\$ 6,260	\$ 5,680	\$ 89,934
Plumbing	31	49	48	53	39	46	41	51	53	32	34	36	513
	\$ 1,625	\$ 2,830	\$ 3,775	\$ 4,825	\$ 2,605	\$ 3,445	\$ 3,695	\$ 4,660	\$ 4,095	\$ 2,625	\$ 3,060	\$ 2,830	\$ 40,070
Zoning	2	-	3	13	20	27	17	14	8	15	4	4	127
	\$ 90	\$ -	\$ 105	\$ 455	\$ 740	\$ 945	\$ 645	\$ 455	\$ 280	\$ 525	\$ 140	\$ 140	\$ 4,520
Sub Totals	180	277	295	326	362	407	337	356	390	307	215	221	3,673
TOTAL YTD	\$ 10,926	\$ 22,896	\$ 36,565	\$ 32,055	\$ 29,405	\$ 41,351	\$ 34,852	\$ 53,569	\$ 52,510	\$ 70,206	\$ 24,667	\$ 29,329	\$ 438,331

BUILDING DEPARTMENT REPORT - 2014													
Permit Type	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTALS
Building	55	44	66	90	127	124	91	128	91	112	62	79	1,069
	\$ 16,244	\$ 16,632	\$ 12,783	\$ 18,614	\$ 96,726	\$ 56,621	\$ 12,936	\$ 17,586	\$ 16,583	\$ 20,770	\$ 14,954	\$ 17,582	\$ 318,031
Electrical	16	16	23	18	49	43	41	30	25	39	28	18	346
	\$ 1,290	\$ 2,175	\$ 1,815	\$ 1,800	\$ 3,855	\$ 2,775	\$ 3,465	\$ 2,670	\$ 2,250	\$ 2,820	\$ 2,325	\$ 1,290	\$ 28,530
Mechanical	85	51	50	58	81	98	75	35	59	96	80	66	834
	\$ 4,980	\$ 2,760	\$ 3,095	\$ 4,185	\$ 5,925	\$ 10,000	\$ 7,161	\$ 3,390	\$ 6,110	\$ 7,125	\$ 5,385	\$ 4,682	\$ 64,798
Plumbing	28	30	83	35	46	107	39	36	49	53	16	26	548
	\$ 2,145	\$ 2,010	\$ 4,545	\$ 2,745	\$ 3,525	\$ 6,300	\$ 2,955	\$ 2,430	\$ 3,885	\$ 3,780	\$ 1,080	\$ 1,905	\$ 37,305
Zoning	2	-	1	14	13	26	16	10	7	9	8	7	113
	\$ 90	\$ -	\$ 45	\$ 630	\$ 585	\$ 1,170	\$ 720	\$ 450	\$ 315	\$ 405	\$ 360	\$ 270	\$ 5,040
Sub Totals	186	141	223	215	316	398	262	239	231	309	194	196	2,910
TOTAL YTD	\$ 24,749	\$ 23,577	\$ 22,283	\$ 27,974	\$ 110,616	\$ 76,866	\$ 27,237	\$ 26,526	\$ 29,143	\$ 34,900	\$ 24,104	\$ 25,729	\$ 453,704

**BUILDING DEPARTMENT REPORT
ALEX MAMO - CHIEF BUILDING OFFICIAL**

INSPECTION RUNNING TOTALS													
Inspections	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTALS
Total 2015	337	442	456	584	417	624	556	713	458	572	419	441	6,019
Total 2014	318	253	354	417	429	501	581	496	445	516	360	344	5,014
Total 2013	336	328	239	306	445	404	389	507	459	647	410	378	4,848
Total 2012	852	259	592	328	340	268	275	419	317	382	340	276	4,648
Total 2011	319	238	280	311	371	369	319	411	349	432	316	143	3,858
Total 2010	292	220	361	366	379	358	427	405	350	449	322	140	4,069
Total 2009	323	315	340	337	350	372	440	401	463	374	341	137	4,193
Total 2008	460	352	326	432	432	628	727	562	533	577	393	128	5,550

Rental Inspections	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTALS
Total 2015	327	287	361	339	297	318	286	287	354	420	411	342	4,029
Total 2014	234	225	303	337	310	290	267	291	296	310	256	264	3,383
Total 2013	197	237	206	175	226	251	291	302	222	297	215	175	2,794
Total 2012	142	165	228	194	209	202	185	258	225	265	231	131	2,435
Total 2011	95	49	102	146	129	179	183	243	177	214	187	153	1,857
Total 2010	214	170	139	216	223	158	264	179	212	183	83	48	2,089
Total 2009	(Began tracking separate rental inspection totals Oct, 2009)									57	160	77	294



WASHTENAW COUNTY

OFFICE OF THE SHERIFF



JERRY L. CLAYTON
SHERIFF

2201 Hogback Road ♦ Ann Arbor, Michigan 48105-9732 ♦ OFFICE (734) 971-8400 ♦ FAX (734) 973-4624 ♦ EMAIL sheriff@ewashtenaw.org

MARK A. PTASZEK
UNDERSHERIFF

To: Brenda Stumbo, Ypsilanti Township Supervisor
From: Mike Marocco, Police Services Lieutenant
Cc: Mike Radzik, Ypsilanti Township Police Administrator & Ypsilanti Township Board
Marlene Radzik, WCSO Police Services Commander
Date: December 1, 2016
Re: November 2016 Police Services Monthly Report

In November of 2016, there were 3566 calls for service in Ypsilanti Township, which is a 6% decrease in calls for service as compared to November of 2015.

OPERATIONS

During November 2016, Patrol Operations has been efficient in handling calls for service, traffic enforcement and community engagement in pursuit of our total policy philosophy. The traffic unit continues to be an excellent initiative and currently is shouldering a significant portion of the traffic related incidents, crashes and enforcement. This is allowing Patrol additional time to work on case management, investigations and proactive policing. In addition, our partnership the South East Auto Theft Team has been very active recently, with the team conducting inspections of auto salvage and scrap yards within Ypsilanti Township. Detective Doug Ballou of the Sheriff's Office is a member of that team and is bringing significant resources to our area. Please feel free to call me directly with questions, comments or concerns.

YOUTH INITIATIVE

The Sheriff's Office continues to partner with courts, probation and social services to ensure that there is accountability beyond Sheriff's Office contact with the offenders that are consistently involved in crimes. Through placement and intensive oversight of the juveniles, and in some cases the guardians of those juveniles, we are making headway. It is an on-going process that our Team is actively engaged in. Deputy Alyshia Dyer is the Youth Officer. Her passion for the position has taken communication with the leadership of our partners to a new level.

COMMUNITY ACTION TEAM

During the month of November, the Sheriff's Office executed several narcotics related search warrants within Ypsilanti Township which resulted in seizures of narcotics, firearms, stolen property and currency. Investigations stemming from those search warrants are on-going. Our collaboration with the Michigan Department of Correction in reference to parole compliance continues to pay dividends. Fast reaction to tips regarding parolee misconduct as well as regular home visits are expected by the parolees that are living in Ypsilanti Township and surrounding areas.

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT



Month:	November
Year:	2016
Print Option:	Print Both Monthly and YTD
Include Unfounded:	No
Report Offenses:	Include All (1,2,3,4)
Attempted/Completed/NA:	Includes Attempted, Completed
City:	Ypsilanti Twp-YPT

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

For The Month Of November

Classification	Nov/2015	Nov/2016	%Change
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	1	0	-100%
09004 JUSTIFIABLE HOMICIDE	0	0	0%
10001 KIDNAPPING/ABDUCTION	0	0	0%
10002 PARENTAL KIDNAPPING	0	0	0%
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	3	2	-33.3%
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	0	0	0%
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	1	1	0%
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	1	0	-100%
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	0	0%
11006 SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	0	0%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	1	1	0%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	1	1	0%
12000 ROBBERY	9	5	-44.4%
13001 NONAGGRAVATED ASSAULT	36	47	30.55%
13002 AGGRAVATED/FELONIOUS ASSAULT	19	19	0%
13003 INTIMIDATION/STALKING	4	5	25%
20000 ARSON	1	1	0%
21000 EXTORTION	0	1	0%
22001 BURGLARY -FORCED ENTRY	13	17	30.76%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	5	8	60%
23001 LARCENY -POCKETPICKING	0	0	0%
23002 LARCENY -PURSESNAATCHING	2	0	-100%
23003 LARCENY -THEFT FROM BUILDING	14	15	7.142%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	0	0%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	33	20	-39.3%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	2	3	50%
23007 LARCENY -OTHER	3	11	266.6%
24001 MOTOR VEHICLE THEFT	7	8	14.28%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	1	2	100%
24003 MOTOR VEHICLE FRAUD	0	0	0%
25000 FORGERY/COUNTERFEITING	3	2	-33.3%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	9	9	0%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	3	10	233.3%
26003 FRAUD -IMPERSONATION	0	0	0%
26005 FRAUD -WIRE FRAUD	0	1	0%
26007 FRAUD - IDENTITY THEFT	3	6	100%
26008 FRAUD - HACKING/COMPUTER INVASION	0	0	0%
27000 EMBEZZLEMENT	3	3	0%
28000 STOLEN PROPERTY	5	3	-40%
29000 DAMAGE TO PROPERTY	28	36	28.57%
30001 RETAIL FRAUD -MISREPRESENTATION	1	0	-100%
30002 RETAIL FRAUD -THEFT	8	12	50%
30003 RETAIL FRAUD -REFUND/EXCHANGE	0	0	0%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

For The Month Of November

Classification	Nov/2015	Nov/2016	%Change
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	13	16	23.07%
35002 NARCOTIC EQUIPMENT VIOLATIONS	6	6	0%
37000 OBSCENITY	0	1	0%
40001 COMMERCIALIZED SEX -PROSTITUTION	0	0	0%
52001 WEAPONS OFFENSE- CONCEALED	9	3	-66.6%
52002 WEAPONS OFFENSE -EXPLOSIVES	0	0	0%
52003 WEAPONS OFFENSE -OTHER	1	2	100%
Group A Totals	249	277	11.24%
09003 NEGLIGENT HOMICIDE -VEHICLE/BOAT	0	0	0%
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	0	1	0%
22004 POSSESSION OF BURGLARY TOOLS	0	0	0%
26006 FRAUD -BAD CHECKS	1	1	0%
36003 PEEPING TOM	0	0	0%
36004 SEX OFFENSE -OTHER	0	1	0%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	1	5	400%
38003 FAMILY -OTHER	0	0	0%
41002 LIQUOR VIOLATIONS -OTHER	3	5	66.66%
48000 OBSTRUCTING POLICE	8	6	-25%
49000 ESCAPE/FLIGHT	0	1	0%
50000 OBSTRUCTING JUSTICE	3	11	266.6%
53001 DISORDERLY CONDUCT	1	1	0%
53002 PUBLIC PEACE -OTHER	0	1	0%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	3	2	-33.3%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	14	16	14.28%
55000 HEALTH AND SAFETY	2	2	0%
57001 TRESPASS	0	0	0%
58000 SMUGGLING	0	1	0%
59000 ELECTION LAWS	0	0	0%
61000 TAX/REVENUE	0	0	0%
62000 CONSERVATION	0	0	0%
63000 VAGRANCY	0	0	0%
70000 JUVENILE RUNAWAY	7	6	-14.2%
73000 MISCELLANEOUS CRIMINAL OFFENSE	1	0	-100%
77000 CONSPIRACY (ALL CRIMES)	0	0	0%
Group B Totals	44	60	36.36%
2800 JUVENILE OFFENSES AND COMPLAINTS	40	37	-7.5%
2900 TRAFFIC OFFENSES	29	13	-55.1%
3000 WARRANTS	57	34	-40.3%
3100 TRAFFIC CRASHES	124	109	-12.0%
3200 SICK / INJURY COMPLAINT	81	104	28.39%
3300 MISCELLANEOUS COMPLAINTS	685	675	-1.45%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	0	0	0%
3500 NON-CRIMINAL COMPLAINTS	1168	793	-32.1%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

For The Month Of November

Classification	Nov/2015	Nov/2016	%Change
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	896	1051	17.29%
3800 ANIMAL COMPLAINTS	54	54	0%
3900 ALARMS	161	134	-16.7%
Group C Totals	3295	3004	-8.83%
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	1	0	-100%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%
4200 PARKING CITATIONS	3	1	-66.6%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	0	1	0%
4400 WATERCRAFT CITATIONS	0	0	0%
4500 MISCELLANEOUS A THROUGH UUUU	7	7	0%
Group D Totals	11	9	-18.1%
5000 FIRE CLASSIFICATIONS	1	0	-100%
5100 18A STATE CODE FIRE CLASSIFICATIONS	1	1	0%
Group E Totals	2	1	-50%
6000 MISCELLANEOUS ACTIVITIES (6000)	41	32	-21.9%
6100 MISCELLANEOUS ACTIVITIES (6100)	106	115	8.490%
6300 CANINE ACTIVITIES	8	9	12.5%
6500 CRIME PREVENTION ACTIVITIES	25	41	64%
6600 COURT / WARRANT ACTIVITIES	0	2	0%
6700 INVESTIGATIVE ACTIVITIES	14	16	14.28%
Group F Totals	194	215	10.82%
City : Ypsilanti Twp Totals	3795	3566	-6.03%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

Year To Date Through November

Classification	2015	2016	%Change
Group F Totals	0	0	0%
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	1	1	0%
09004 JUSTIFIABLE HOMICIDE	0	1	0%
10001 KIDNAPPING/ABDUCTION	3	10	233.3%
10002 PARENTAL KIDNAPPING	3	3	0%
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	22	21	-4.54%
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	6	6	0%
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	2	6	200%
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	4	3	-25%
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	1	0	-100%
11006 SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	1	0	-100%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	4	11	175%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	8	13	62.5%
12000 ROBBERY	55	58	5.454%
13001 NONAGGRAVATED ASSAULT	444	499	12.38%
13002 AGGRAVATED/FELONIOUS ASSAULT	200	277	38.5%
13003 INTIMIDATION/STALKING	34	59	73.52%
20000 ARSON	6	12	100%
21000 EXTORTION	1	1	0%
22001 BURGLARY -FORCED ENTRY	181	181	0%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	50	64	28%
23001 LARCENY -POCKETPICKING	0	3	0%
23002 LARCENY -PURSESNAATCHING	3	4	33.33%
23003 LARCENY -THEFT FROM BUILDING	141	149	5.673%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	2	2	0%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	188	237	26.06%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	24	20	-16.6%
23007 LARCENY -OTHER	109	105	-3.66%
24001 MOTOR VEHICLE THEFT	82	151	84.14%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	10	17	70%
24003 MOTOR VEHICLE FRAUD	1	1	0%
25000 FORGERY/COUNTERFEITING	23	30	30.43%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	78	93	19.23%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	58	111	91.37%
26003 FRAUD -IMPERSONATION	0	1	0%
26005 FRAUD -WIRE FRAUD	4	10	150%
26007 FRAUD - IDENTITY THEFT	73	96	31.50%
26008 FRAUD - HACKING/COMPUTER INVASION	0	1	0%
27000 EMBEZZLEMENT	13	32	146.1%
28000 STOLEN PROPERTY	22	21	-4.54%
29000 DAMAGE TO PROPERTY	347	429	23.63%
30001 RETAIL FRAUD -MISREPRESENTATION	9	6	-33.3%
30002 RETAIL FRAUD -THEFT	96	156	62.5%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

Year To Date Through November

Classification	2015	2016	%Change
30003 RETAIL FRAUD -REFUND/EXCHANGE	1	2	100%
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	137	175	27.73%
35002 NARCOTIC EQUIPMENT VIOLATIONS	51	77	50.98%
37000 OBSCENITY	1	3	200%
40001 COMMERCIALIZED SEX -PROSTITUTION	0	1	0%
52001 WEAPONS OFFENSE- CONCEALED	26	41	57.69%
52002 WEAPONS OFFENSE -EXPLOSIVES	0	1	0%
52003 WEAPONS OFFENSE -OTHER	12	16	33.33%
Group A Totals	2537	3217	26.80%
09003 NEGLIGENCE HOMICIDE -VEHICLE/BOAT	0	1	0%
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	3	15	400%
22004 POSSESSION OF BURGLARY TOOLS	0	2	0%
26006 FRAUD -BAD CHECKS	8	13	62.5%
36003 PEEPING TOM	1	1	0%
36004 SEX OFFENSE -OTHER	3	6	100%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	27	44	62.96%
38003 FAMILY -OTHER	1	1	0%
41002 LIQUOR VIOLATIONS -OTHER	21	36	71.42%
48000 OBSTRUCTING POLICE	76	91	19.73%
49000 ESCAPE/FLIGHT	6	7	16.66%
50000 OBSTRUCTING JUSTICE	97	143	47.42%
53001 DISORDERLY CONDUCT	33	29	-12.1%
53002 PUBLIC PEACE -OTHER	2	5	150%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	13	39	200%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	117	240	105.1%
55000 HEALTH AND SAFETY	22	16	-27.2%
57001 TRESPASS	9	5	-44.4%
58000 SMUGGLING	3	4	33.33%
59000 ELECTION LAWS	0	1	0%
61000 TAX/REVENUE	0	1	0%
62000 CONSERVATION	2	2	0%
63000 VAGRANCY	4	6	50%
70000 JUVENILE RUNAWAY	99	94	-5.05%
73000 MISCELLANEOUS CRIMINAL OFFENSE	21	23	9.523%
77000 CONSPIRACY (ALL CRIMES)	1	0	-100%
Group B Totals	569	825	44.99%
2800 JUVENILE OFFENSES AND COMPLAINTS	647	669	3.400%
2900 TRAFFIC OFFENSES	327	223	-31.8%
3000 WARRANTS	558	592	6.093%
3100 TRAFFIC CRASHES	1217	1185	-2.62%
3200 SICK / INJURY COMPLAINT	985	1169	18.68%
3300 MISCELLANEOUS COMPLAINTS	8667	8483	-2.12%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	15	15	0%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

Year To Date Through November

Classification	2015	2016	%Change
3500 NON-CRIMINAL COMPLAINTS	12253	10776	-12.0%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	9702	11175	15.18%
3800 ANIMAL COMPLAINTS	774	803	3.746%
3900 ALARMS	1982	1877	-5.29%
Group C Totals	37127	36967	-0.43%
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	10	12	20%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	3	0%
4200 PARKING CITATIONS	42	27	-35.7%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	7	12	71.42%
4400 WATERCRAFT CITATIONS	0	1	0%
4500 MISCELLANEOUS A THROUGH UUUU	105	101	-3.80%
Group D Totals	164	156	-4.87%
5000 FIRE CLASSIFICATIONS	5	2	-60%
5100 18A STATE CODE FIRE CLASSIFICATIONS	6	15	150%
Group E Totals	11	17	54.54%
6000 MISCELLANEOUS ACTIVITIES (6000)	347	322	-7.20%
6100 MISCELLANEOUS ACTIVITIES (6100)	1254	1389	10.76%
6300 CANINE ACTIVITIES	53	84	58.49%
6500 CRIME PREVENTION ACTIVITIES	377	336	-10.8%
6600 COURT / WARRANT ACTIVITIES	9	18	100%
6700 INVESTIGATIVE ACTIVITIES	80	108	35%
Group F Totals	2120	2257	6.462%
City : Ypsilanti Twp Totals	42528	43439	2.142%



Charter Township of Ypsilanti

7200 S. HURON RIVER DRIVE • YPSILANTI, MI 48197

SUPERVISOR BRENDA STUMBO • CLERK KAREN LOVEJOY ROE • TREASURER LARRY DOE
TRUSTEES: STAN ELDRIDGE • HEATHER JARRELL ROE • MONICA ROSS WILLIAMS •
JIMMIE WILSON, JR.

REGULAR MEETING AGENDA

TUESDAY, DECEMBER 20, 2016

7:00 P.M.

Revised 12-19-16

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION
3. PUBLIC COMMENTS
4. CONSENT AGENDA
 - A. MINUTES OF THE DECEMBER 6, 2016 WORK SESSION AND REGULAR MEETING
 - B. STATEMENTS AND CHECKS
 1. STATEMENTS AND CHECKS FOR DECEMBER 20, 2016 IN THE AMOUNT OF \$736,475.15
 2. CHOICE HEALTH CARE DEDUCTIBLE ACH EFT FOR NOVEMBER 2016 IN THE AMOUNT OF \$26,803.95
 3. CHOICE HEALTH CARE ADMIN FEE FOR OCTOBER - DECEMBER 2016 IN THE AMOUNT OF \$3,622.50
 - C. NOVEMBER 2016 TREASURER'S REPORT
5. SUPERVISOR REPORT
6. CLERK REPORT
7. TREASURER REPORT
8. TRUSTEE REPORT
9. ATTORNEY REPORT
 - A. GENERAL LEGAL UPDATE

OLD BUSINESS

1. RESOLUTION 2016-65, CREATION OF STREETLIGHT SPECIAL ASSESSMENT DISTRICT #208 FOR THE TREMONT SUBDIVISION
(PUBLIC HEARING HELD AT THE DECEMBER 6, 2016 REGULAR MEETING)

NEW BUSINESS

1. BUDGET AMENDMENT #18
2. RESOLUTION 2016-66, BOARDS AND COMMISSIONS APPOINTMENTS AND REAPPOINTMENTS

3. REQUEST OF KAREN WALLIN, HUMAN RESOURCES FOR AUTHORIZATION TO OFFER THE DIRECTOR OF GOLF OPERATIONS POSITION TO KIRK SHERWOOD II

OTHER BUSINESS

PUBLIC COMMENTS

CONSENT AGENDA

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE DECEMBER 6, 2016 WORK SESSION

Supervisor Stumbo called the meeting to order at approximately 6:00 p.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.

Members Present: Supervisor Brenda L. Stumbo, Clerk Karen Lovejoy Roe, Treasurer Larry Doe, Trustees: Stan Eldridge, Heather Jarrell Roe, Jimmie Wilson Jr., Monica Ross-Williams

Legal Counsel: Wm. Douglas Winters

AGENDA REVIEW

PUBLIC HEARING

A. RESOLUTION 2016-65, CREATION OF STREETLIGHT SPECIAL ASSESSMENT DISTRICT #208 FOR THE TREMONT SUBDIVISION (PUBLIC HEARING SET AT THE NOVEMBER 1, 2016 REGULAR MEETING)

Clerk Lovejoy Roe stated that some board members had questioned if the Township would pay for the LED conversion of the streetlights in Tremont as it had in other neighborhoods. She said the Township had received a grant from DTE to convert streetlights to LED. She said if the Township picked up the cost of the LED conversion for Tremont it would be about \$12,000.00. She said if we pay for the LED conversion it would save residents about \$6.72 a year.

Arloa Kaiser, Township Resident asked if the \$12,000.00 would be a onetime cost. Clerk Lovejoy Roe explained that it was the exact cost to change the bulbs to LED and it would be a onetime charge.

Trustee Eldridge questioned the overall cost breakdown. Clerk Lovejoy Roe explained the breakdown. Supervisor Stumbo explained there were not enough streetlights installed in the Tremont subdivision when it was built. Trustee Eldridge questioned the time frame of two years to complete and were the residents that signed in the beginning still living in the subdivision. Clerk Lovejoy Roe said that they had to do the petitions twice because of the length of time so the new petitions were current residents. The Board agreed to have the Public Hearing and

**CHARTER TOWNSHIP OF YPSILANTI
DECEMBER 6, 2016 WORK SESSION MINUTES
PAGE 2**

bring a revised Resolution to the December 20, 2016 meeting with the Township paying for LED conversion for the current 24 lights.

PUBLIC COMMENTS

Arloa Kaiser, Township Resident asked about changing the State Flag that was talked about at the Neighborhood Watch meeting. Supervisor Stumbo said that a resident had brought that up and she was unaware of the bill. Ms. Kaiser said it would cost a lot of money to do this. Supervisor Stumbo stated she was unaware if it was introduced at the state level to change the flag. Supervisor Stumbo said she would follow up and see if the legislature had introduced a bill to change the state flag.

Jo Ann McCollum, Township Resident stated she was not satisfied with the outcome after the public meeting with MDOT. She said the traffic speeds should be changed and the vehicles coming off of the exit ramp exceed 55mph. Ms. McCollum said the exit ramp speed should be reduced to 30mph. She said the service drive should be closed at Dorset Ave. to promote a better flow of traffic for safety and pedestrians. Ms. McCollum said the proposed opening of Onadago would not be beneficial since it does not extend to Tyler Road and that is where the traffic comes from on Dorset. She said another street was needed such as Eugene to be opened up and go through to Tyler to make it a functional move. Ms. McCollum said she would like the Township to look into this matter with MDOT.

CONSENT AGENDA

A. MINUTES OF THE NOVEMBER 15, 2016 WORK SESSION AND REGULAR MEETING

B. STATEMENTS AND CHECKS

1. STATEMENTS AND CHECKS FOR DECEMBER 6, 2016 IN THE AMOUNT OF \$198,254.13

**CHARTER TOWNSHIP OF YPSILANTI
DECEMBER 6, 2016 WORK SESSION MINUTES
PAGE 3**

ATTORNEY REPORT

A. GENERAL LEGAL UPDATE

Attorney Winters updated the board regarding the cell tower at I-94 and Cadillac St. He said he had received a document from SBA Communications which stated they would like confirmation from each of our seven board members that they agree to the sale of the cell tower lease for \$334,000.00. Attorney Winters said that once the document was signed he hoped to receive the check by December 22, 2016.

Attorney Winters stated that the Township was in negotiations with the Fire Department on a new contract. He said that they were in agreement with the aggressiveness of the Township to repair housing which has unsafe and to insure abandoned buildings are safe. He said the Township continues to work for the safety of not only its' residents but also the Fire Fighters who may have to go in the buildings to fight fires

Attorney Winters stated that there would be ongoing collaboration and partnership with Habitat for Humanity. He said he received a letter from Rob Nissly regarding a house at 1343 Jeff St. that Habitat would acquire tomorrow. He said that house was destroyed by fire and the Township went to court last year because the home owner would not secure the basement which was left open. Attorney Winters stated that 1343 Jeff St. would be another success story of Habitat and Ypsilanti Township working together to rehabilitate neighborhoods.

Attorney Winters stated that Gault Village now has a court appointed Receiver collecting about \$30,000.00 a month from tenants of the shopping center and the income is now in an account and not sent to the owners in New York who were not taking care of the center. He said gates were installed to help stop the illegal dumping behind the shopping center. Attorney Winters said there have been some dumping when some of the tenants did not lock the gate. He said there would be additional work done with lighting and parking and other improvements with the money that was being collected from the tenants.

**CHARTER TOWNSHIP OF YPSILANTI
DECEMBER 6, 2016 WORK SESSION MINUTES
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Attorney Winters stated that the ACM project ground breaking was an unbelievable event to see the ceremony with the Governor, former Governor, both US Senators, members of Congress, County Officials, and the entire Township Board in attendance. He said it was a spectacular event in the Townships' history.

OLD BUSINESS

- 1. 2nd READING OF RESOLUTION 2016-58, PROPOSED ORDINANCE 2016-471, AN ORDINANCE AMENDING ORDINANCE 74, THE TOWNSHIP ZONING CODE, REGARDING DEFINITIONS TO UPDATE THE DEFINITION OF FAMILY AND DEFINE THE TERM ROOMING HOUSE (FIRST READING HELD AT THE NOVEMBER 1, 2016 REGULAR MEETING)**

Joe Lawson, Planning Director stated after the 1st reading and after the Planning Commission held the Public Hearing Attorney McClain and he reviewed the ordinance with an actual enforcement case. He said that during that review they found a possible loophole with the ordinance. Mr. Lawson said that they changed language to eliminate that loophole for the 2nd reading of the Resolution 2016-58.

NEW BUSINESS

- 1. BUDGET AMENDMENT #17**

Clerk Lovejoy Roe explained Budget Amendment #17.

Supervisor Stumbo explained the Tyler Dam Drain special assessment district that was being created and explained Attorney Winters had negotiated the \$1 million dollar contribution for the Township which would pay for the majority of the Township cost for the dam project.

**CHARTER TOWNSHIP OF YPSILANTI
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PAGE 5**

2. REQUEST AUTHORIZATION FOR TOWNSHIP ATTORNEY DOUG WINTERS TO ENTER INTO NEGOTIATIONS WITH NEXUS FOR TEMPORARY AND PERMANENT EASEMENT AGREEMENTS

Clerk Lovejoy Roe explained the request from Nexus to pay the Township for easements where the pipeline would be installed or expanded on Township Properties. She said this request was for the Township to authorize the Township Attorney to negotiate with Nexus on the easements.

Supervisor Stumbo stated the Township Board adopted a Resolution opposing the Nexus pipeline but Nexus was proceeding forward although they hadn't received final approval.

Trustee Jarrell Roe asked Attorney Winters what would be the benefit to our residents for him to enter into negotiations with Nexus. Attorney Winters stated the down side would be that without negotiations most utility companies have a quick take where they could just take the property to use even if there were no negotiations. Mr. Winters said at that point the property owner would have to try to fight over the amount Nexus would pay them in court and it would not stop Nexus from proceeding with their project. Attorney Winters stated he feels it would be in the best interest of the residents and the Township Board if they were to negotiate with Nexus for the easements.

Trustee Ross-Williams stated that she was disappointed that Nexus would not take into consideration the will of the township residents. She said she was concerned with its' close proximity to Ford Lake.

Trustee Jarrell Roe stated as she was researching the Nexus pipeline she found that in Bowling Green, Ohio the city council voted in opposition to negotiate with Nexus. She said she understood that by going into negotiations wouldn't change the fact the Township Board opposes the pipeline. She stated she was disappointed that no one was here representing Nexus to hear the concerns from the township.

Attorney Winters stated that he didn't know from an environmental standpoint what safe guards could be put in place for Ford Lake.

**CHARTER TOWNSHIP OF YPSILANTI
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Clerk Lovejoy Roe stated she told Nexus the board meeting was at 7:00 pm and she said she expected a representative to be in attendance. She stated the Sierra Club reported that Nexus had taken out the odor from the gas which would alert residents if there were a leak and wondered if Attorney Winters could negotiate with Nexus to have the odor indicator added to the gas.

The Board adjourned the work session meeting at approximately 6: 52 p.m.

Respectfully Submitted,

Karen Lovejoy Roe, Clerk

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE DECEMBER 6, 2016 REGULAR BOARD MEETING

Supervisor Stumbo called the meeting to order at approximately 7:02 pm in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township. The Pledge of Allegiance was recited and a moment of silent prayer observed.

Members Present: Supervisor Brenda L. Stumbo, Clerk Karen Lovejoy Roe, Treasurer Larry Doe, Trustees: Stan Eldridge, Heather Jarrell Roe, Jimmie Wilson Jr., Monica Ross-Williams

Legal Counsel: Wm. Douglas Winters

PUBLIC HEARING

A. 7:00PM – RESOLUTION 2016-65, CREATION OF STREETLIGHT SPECIAL ASSESSMENT DISTRICT #208 FOR THE TREMONT SUBDIVISION (PUBLIC HEARING SET AT THE NOVEMBER 1, 2016 REGULAR MEETING)

Supervisor Stumbo declared the Public Hearing open at 7:03 pm

Karen Facer, Township Resident stated that she and her husband have not been supportive of the streetlight assessment. She said the petition began about 2 years ago and never had a cap to it. She said there was misinformation two years ago and people believed there would be no tax increase. Ms. Facer stated that due to the misinformation and that she thinks the lights they already have don't help she and her husband are against the streetlights. She said she has lights on her home from dusk to dawn that she feels are sufficient.

Edna Shelby, Township Resident stated that she passed out the petitions and the residents that signed her petitions knew the cost for the streetlights. She stated she was in favor of the streetlights.

Charles Foster, Township Resident stated he had been living in the Tremont subdivision for 11 years and he signed the petition for streetlights. He stated he did not have a light on his street and he has had trouble with vandals and it was very dark. He said he was still in favor of the streetlights but he would like a streetlight next to his house but he did not see one on the current plans.

Supervisor Stumbo stated she was aware that he would like one placed by his home but also stated the bulbs for all the streetlights would be changed to LED which would make the area brighter.

Bryan Cutliff, Township Resident stated he did not receive a map and Clerk Lovejoy Roe gave him a map. He stated he was in favor of the streetlights.

Mr. Pado, Township Resident stated he was in favor of the streetlights.

**CHARTER TOWNSHIP OF YPSILANTI
DECEMBER 6, 2016 REGULAR MEETING MINUTES
PAGE 2**

Dan Beauregard, Township Resident stated he was for the streetlights and questioned who was paying the \$66,000.00. Supervisor Stumbo stated that it would be split between the homeowners minus the grant from the Township.

Supervisor Stumbo stated she lived in Tremont and she always favors whenever 51% of the owners are in favor of it and changing to LED would make the existing lights brighter.

Clerk Lovejoy Roe stated that she received two emails from residents who were not able to attend this hearing but wished their voices to be heard. She said Mr. Peter Horner was not in favor of the streetlights and Mr. Michael Smith was in favor of the streetlights.

Supervisor Stumbo closed the Public Hearing at 7:13 pm.

Trustee Wilson stated that on the map it showed that Mr. Foster does not have a streetlight back in the area of his home and asked if one could be placed there. Clerk Lovejoy Roe stated that one might be able to be placed there but we could not add an extra streetlight that is not on the map. She said that Colchester had one extra light and she said it could be moved to Regent Drive near Mr. Foster. Supervisor Stumbo said if residents were expecting a streetlight near their home she didn't feel comfortable moving one to another street. She stated that when she moved into her home she thought the plan showed streetlights on her street and when they were installed there were no streetlights on her street. She said she did agree that Regent needs a streetlight. Supervisor Stumbo stated that the Resolution would be brought to the next board meeting and the board would take in to consideration the placing of the streetlights in the Resolution.

Trustee Jarrell Roe asked Supervisor Stumbo to explain the grant which was discussed in the work session. Supervisor Stumbo stated DTE had provided the township with grants for converting streetlights to LED which are brighter and more economical, therefore, the grants reduced the cost of the conversions to LED and the Township paid for the match on the grants and not the residents.

PUBLIC COMMENTS

Arloa Kaiser, Township Resident voiced concern over changing our State Flag. She said it would be a waste of money to do it and she would like the Township to go on record that they oppose changing the flag. She encouraged residents to call the state legislature and oppose changing the flag.

JoAnn McCullum, Township Resident stated that she appreciates the board looking out for our environment regarding the Nexus pipeline.

**CHARTER TOWNSHIP OF YPSILANTI
DECEMBER 6, 2016 REGULAR MEETING MINUTES
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CONSENT AGENDA

A. MINUTES OF THE NOVEMBER 15, 2016 WORK SESSION AND REGULAR MEETING

B. STATEMENTS AND CHECKS

1. STATEMENTS AND CHECKS FOR DECEMBER 6, 2016 IN THE AMOUNT OF \$198,254.13

A motion was made by Treasurer Doe, supported by Trustee Eldridge to approve the Consent Agenda.

The motion carried unanimously.

ATTORNEY REPORT (given at the work session)

OLD BUSINESS

- 1. 2ND READING OF RESOLUTION 2016-58, PROPOSED ORDINANCE 2016-471, AN ORDINANCE AMENDING ORDINANCE 74, THE TOWNSHIP ZONING CODE, REGARDING DEFINITIONS TO UPDATE THE DEFINITION OF FAMILY AND DEFINE THE TERM ROOMING HOUSE (FIRST READING HELD AT THE NOVEMBER 1, 2016 REGULAR MEETING)**

A motion was made by Clerk Roe, supported by Trustee Wilson to approve 2nd Reading of Resolution 2016-58, Proposed Ordinance 2016-471, an Ordinance Amending Ordinance 74, the Township Zoning Code, Regarding Definitions to Update the Definition of Family and Define the Term Rooming House (see attached).

Joe Lawson, Planning Director stated this Resolution gives a better definition on what is considered a rooming house which would make it clearer to enforce the Ordinance. Mr. Lawson stated that while reviewing this Resolution a situation arose and he and Attorney McClain realized there could be a loophole in the language of the 1st reading of the Resolution and the language was changed to eliminate that loophole for the 2nd reading.

Jarrell Roe:	Yes	S. Eldridge:	Yes	Ross-Williams:	Yes
Lovejoy Roe:	Yes	Stumbo:	Yes	Doe:	Yes
Wilson:	Yes				

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
DECEMBER 6, 2016 REGULAR MEETING MINUTES
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NEW BUSINESS

1. BUDGET AMENDMENT #17

A motion was made by Treasurer Doe, supported by Clerk Lovejoy Roe to Approve Budget Amendment #17 (see attached).

The motion carried unanimously.

2. REQUEST AUTHORIZATION FOR TOWNSHIP ATTORNEY DOUG WINTERS TO ENTER INTO NEGOTIATIONS WITH NEXUS FOR TEMPORARY AND PERMANENT EASEMENT AGREEMENTS

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Request Authorization for Township Attorney Doug Winters to Enter into Negotiations with Nexus for Temporary and Permanent Easement Agreements.

Trustee Ross-Williams asked Paul Boyce, Right of Way Supervisor for Nexus in Michigan, if the Township did not negotiate temporary and permanent easement agreements would Nexus still proceed on Township property next to Ford Lake. Mr. Boyce stated that if negotiations failed with the issuance of FERC, Federal Energy Regulatory Commission yes that would give Nexus the right to secure the unsecured easements. Supervisor Stumbo stated the Township adopted a Resolution opposing the pipeline but asked Mr. Boyce if Nexus was asking for a variance to eliminate the odor that gives warning when the pipeline was leaking. Mr. Boyce stated he was not aware of eliminating a warning. Supervisor Stumbo stated that she would need to know the answer. She asked Mr. Boyce how many easements have been received from township residents and he said they were about 65% secured. Mr. Boyce stated they were having great success in Washtenaw County and Ypsilanti Township. Supervisor Stumbo asked if they've received federal approval and he said they haven't at this time but they had received final approval on their environmental impact statement which was an indication that FERC was looking favorably at their project. Supervisor Stumbo questioned Mr. Boyce about the easement they are asking for on the shoreline and he said it was a temporary easement used as a work space for the project. Treasurer Doe said he thought the easement of the NE side of the lake was for environmental studies. Mr. Boyce explained that the NE side of lake that Treasurer Doe was asking about was only for survey work not easements. Mr. Boyce stated they are not doing the environmental studies that Treasurer Doe asked about. Trustee Jarrell Roe asked Mr. Boyce about any environmental issues with the pipeline. Mr. Boyce stated he doesn't believe that there would be any environmental impacts regarding the pipeline. He said it was a natural gas pipeline buried at a minimum of three feet deep and in some cases as deep as ten feet deep. Clerk Lovejoy Roe would like to have Attorney Winters to negotiate to make certain the odor detection equipment would be used in the pipeline throughout Ypsilanti Township. Supervisor Stumbo suggested the board table this request until they receive confirmation on the questions.

**CHARTER TOWNSHIP OF YPSILANTI
DECEMBER 6, 2016 REGULAR MEETING MINUTES
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A motion was made by Trustee Ross-Williams, supported by Trustee Jarrell Roe to table the Request Authorization for Township Attorney Doug Winters to Enter into negotiations with Nexus for Temporary and Permanent Easement agreements.

Jarrell Roe:	Yes	S. Eldridge:	Yes	Ross-Williams:	Yes
Lovejoy Roe:	Yes	Stumbo:	Yes	Doe:	Yes
Wilson:	Yes				

- 3. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR FOR APPROVAL OF THE SALE OF PARCEL #K-11-21-180-005 HUBBARD AVENUE LOTS 122 AND 123 TO ROBERT AND LAVINIA GLODEANU IN THE AMOUNT OF \$1,000.00 WITH THE STIPULATION THAT THE PARCEL WILL BE COMBINED WITH THE PURCHASER'S PROPERTY AND WILL ONLY BE USED FOR THE DEVELOPMENT OF A SINGLE FAMILY, OWNER OCCUPIED RESIDENTIAL PROPERTY**

A motion was made by Treasurer Doe, supported by Trustee Wilson to Approve Request of Brian McCleery, Assistant Assessor for Approval for The Sale of Parcel #K-11-21-180-005 Hubbard Avenue Lots 122 and 123 to Robert and Lavinia Glodeanu in the Amount of \$1,000.00 with the Stipulation that the Parcel will be Combined with the Pruchaser's Property and will only be Used for the Development of a Single Family, Owner Occupied Residential Property including Attorney approval and the buyer pay all incurred cost including title work.

The motion carried unanimously.

- 4. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR FOR APPROVAL TO ENTER INTO NEGOTIATIONS TO SELL TOWNSHIP OWNED PROPERTY LOCATED ON STATE ST. PARCEL #K-11-13-330-001**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Request of Brian McCleery, Assistant Assessor for Approval to Enter into Negotiations to Sell Township owned Property Located on State St. Parcel #K-11-13-330-001 include that buyer pay all incurred cost.

The motion carried unanimously.

- 5. REQUEST OF DEBBIE AUE, SENIOR ADULT COORDINATOR FOR AUTHORIZATION TO ACCEPT THE HELEN MCCALLA FOUNDATION GRANT IN THE AMOUNT OF \$6,992.97 FOR THE RENOVATION OF AN EXISTING RACQUETBALL COURT INTO A WORKOUT ROOM**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Ross-Williams to Approve Request of Debbie Aue, Senior Adult Coordinator for Authorization to Accept the Helen McCalla Foundation Grant in the Amount of \$6,992.97 for the Renovation of an Existing Racquetball Court into a Workout Room if all parties agreed that there would be no loss in revenue and another space could not be used.

**CHARTER TOWNSHIP OF YPSILANTI
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Angela Verges, Recreation Director stated the grant must be used for what was indicated when the grant was submitted. She said it would have to be used to renovate the racquetball court into a workout room. Ms. Verges stated that for their 50 and above program they would make it into a three tiered program and one of the levels would be they could access the workout room. Ms. Verges said the grant includes adding mirrors, weights, and sound barriers.

Treasurer Doe suggested a workout room should have windows and asked if there was another room to convert and use as a workout room. Trustee Eldridge and Clerk Lovejoy Roe agreed that a room with windows would be a better choice. Clerk Lovejoy Roe asked about insurance for having a workout room. Angela Verges stated she would look for other rooms.

Clerk Lovejoy Roe, supported by Trustee Ross-Williams withdrew her motion.

A motion was made by Trustee Jarrell Roe, supported by Ross-Williams to Approve the Request of Debbie Aue, Senior Adult Coordinator for Authorization to Accept the Helen McCalla Foundation Grant in the amount of \$6,992.97 for the Renovation of an Existing Racquetball Court into a Workout Room with the Condition that the Liability Issue be addressed

The motion carried unanimously.

6. RESOLUTION 2016-60, ADOPTION OF THE ANNUAL EXEMPTION OPTION AS SET FORTH IN 2011 PUBLIC ACT 152, THE PUBLICLY FUNDED HEALTH INSURANCE CONTRIBUTION ACT

A motion was made by Clerk Lovejoy Roe, supported by Ross-Williams to Approve Resolution 2016-60, Adoption of the Annual Exemption Option as set Forth in 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act (see attached).

The motion carried unanimously.

7. RESOLUTION 2016-61, ADOPTION OF REGULAR BOARD MEETING DATES FOR THE 2017 CALENDAR YEAR

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Resolution 2016-61, Adoption of Regular Board Meeting Dates for the 2017 Calendar Year (see attached).

The motion carried unanimously.

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8. RESOLUTION 2016-62, ADOPTION OF ROBERT'S RULES OF ORDER FOR 2017

A motion was made by Clerk Lovejoy Roe, supported by Trustee Jarrell Roe to Approve Resolution 2016-62, Adoption of Robert's Rules of Order for 2017 (see attached)

The motion carried unanimously.

9. RESOLUTION 2016-63, ADOPTION OF DEPOSITORIES FOR 2017

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Resolution 2016-63, Adoption of Depositories for 2017 (see attached).

The motion carried unanimously.

10. RESOLUTION 2016-64, DESIGNATION OF NEWSPAPER OF CIRCULATION

A motion was made by Clerk Lovejoy Roe, supported by Trustee Jarrell Roe to Approve Resolution 2016-64, Designation of Newspaper of Circulation (see attached).

The motion carried unanimously.

11. 2017 CONTRACTS AND RENEWALS

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve 2017 contracts and Renewals (see attached).

The motion carried unanimously.

OTHER BUSINESS

AUTHORIZATIONS AND BID

1. REQUEST FOR AUTHORIZATION AND ACCEPTANCE OF THE SALE OF THE FOLLOWING GOLF COURSE EQUIPMENT ON THE MICHIGAN INTERGOVERNMENTAL TRADE NETWORK SURPLUS SALE FOR A TOTAL OF \$16,305.00:

- 2012 TORO GROUNDSMASTER 4100D 4 WHEEL DRIVE BATWING \$11,000.00
- 2006 TORO Z-MASTER \$ 2,500.00
- 2000 TORO WORKMAN 3200 \$ 1,225.00
- 1990 TORO SAND PRO 14 W/BLOWER \$ 615.00
- 2002 TORO DEBRIS BLOWER 600 \$ 965.00

**CHARTER TOWNSHIP OF YPSILANTI
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A motion was made by Treasurer Doe, supported by Trustee Eldridge to Approve Request for Authorization and Acceptance of the Sale of the Following Golf Course Equipment on the Michigan Intergovernmental Trade Network Surplus Sale for a Total of \$16,305.00:

- 2012 TORO GROUNDSMASTER 4100D 4 WHEEL DRIVE BATWING \$11,000.00
- 2006 TORO Z-MASTER \$ 2,500.00
- 2000 TORO WORKMAN 3200 \$ 1,225.00
- 1990 TORO SAND PRO 14 W/BLOWER \$ 615.00
- 2002 TORO DEBRIS BLOWER 600 \$ 965.00

The motion carried unanimously.

A motion was made by Trustee Wilson, supported by Trustee Eldridge to Adjourn.

The motion carried unanimously.

The meeting was adjourned at approximately 8:23p.m.

Respectfully Submitted,

Brenda L. Stumbo, Supervisor
Charter Township of Ypsilanti

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION NO. 2016-58 (In Reference to Ordinance 2016-471)

*Amending the Charter Township of Ypsilanti
Zoning Code Section 201, Ordinance 74, entitled "Definitions"*

Whereas, the Charter Township of Ypsilanti ("Township") Zoning Code currently contains a definition of the term "family" which the Township's Planning Commission has recommended be replaced with a definition of the term which clarifies the precise meaning of the term as it is used within the Township's Zoning Code; and

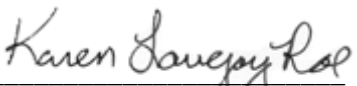
Whereas, the Township's Zoning Code does not contain a definition of the term "rooming house" and the Township Planning Commission has recommended that a definition of the term be included in the definitions section of the Township Zoning Code to clarify what is meant when the term is used within the Zoning Code; and

Whereas, Township Ordinance 2016-471, repeals the current definition of the term "family" that appears in the Township Zoning Code, and replaces it with a new, updated definition of the word "family" recommended by the Township Planning Commission; and

Whereas, Township Ordinance 2016-471, defines the term "rooming house" as used within the Zoning Code;

Now therefore, be it resolved that Ordinance 2016-471, is hereby adopted by reference.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2016-58 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on December 6, 2016.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

Charter Township of Ypsilanti

ORDINANCE 2016-471

An Ordinance Amending Ordinance No. 74, the Township Zoning Code, Regarding Definitions

The Charter Township of Ypsilanti hereby ordains that Ordinance No. 74, **the Ypsilanti Township Zoning Code**, adopted May 18, 1994, shall be amended as follows:

I. **Delete** in its entirety the definition of “family” set forth in section 201 of the Township Zoning Code.

II. **Add** the following new definition:

Family:

1. A single individual or a number of individuals domiciled together whose relationship is of a continuing nontransient, domestic character and who are cooking and living together as a single, nonprofit housekeeping unit, related by the bonds of consanguinity, marriage, or adoption, together with servants of the principal occupants and not more than one (1) additional unrelated person, with all of such individuals being domiciled together as a single, domestic, housekeeping unit in a dwelling.

2. The functional equivalent of the domestic family, that is, persons living together in a dwelling unit whose relationship is of a permanent and distinct character and is the functional equivalent of a domestic family, with a demonstrable and recognizable bond which constitutes the functional equivalent of the bonds which render the domestic family a cohesive unit. This definition shall not include any rooming house, society, club, fraternity, sorority, association, lodge, coterie organization or group whose association is temporary or seasonal in character or nature. For the purposes of enforcement, it is presumed that a functional equivalent of a domestic family is limited to six (6) or fewer persons.

III. Add the following new definition to section 201 of the Zoning Code:

Rooming House:

1. A residential building where rooms or suites of rooms are rented, for compensation whether under a written lease or not, by arrangement for definite periods, where the renters use common facilities, such as hallways and bathrooms. A rooming house

shall not include hotels, motels, apartment houses, tourist homes, one-family dwellings, two and multi-family dwellings or fraternity and sorority houses.

Severability

In the event that any one or more sections, provisions, phrases or words of this ordinance shall be found to be invalid by a Court of competent jurisdiction, such holding shall not affect the validity nor the enforceability of the remaining sections, provisions, phrases or words of this Ordinance unless expressly so determined by a Court of competent jurisdiction.

Non Exclusivity

The prohibitions and penalties provided for in this Ordinance shall be in addition to, and not exclusive of, other prohibitions and penalties provided for by other law, ordinance, or rule/regulation.

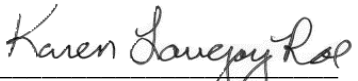
Publication

This Ordinance shall be published in a newspaper of general circulation as required by law.

Effective date

This Ordinance shall become effective upon publication in a newspaper of general circulation as required by law.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify adoption of Ordinance No. 2016-471 by the Charter Township of Ypsilanti Board of Trustees assembled at a Regular Meeting held on December 6, 2016 after first being introduced at a Regular Meeting held on November 1, 2016. The motion to approve was made by member Roe and seconded by member Wilson. Yes: K. Lovejoy Roe, Eldridge, Stumbo, Heather Jarrell Roe, Doe, Ross Williams, Wilson ABSENT: None, NO: None. ABSTAIN: None.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

**CHARTER TOWNSHIP OF YPSILANTI
2016 BUDGET AMENDMENT #17**

December 6, 2016

225 - ENVIRONMENTAL CLEANUP FUND

Total Increase \$25,000.00

Request to increase budget to allow for a transfer to the Hydro Station Fund. This is for the initial draw to dewater Tyler Dam. The Tyler dam can not use Hydro funds. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	225-000-000-699.000	\$25,000.00
		Net Revenues	<u><u>\$25,000.00</u></u>
Expenditures:	Transfer to Hydro Station	225-225-000-968.252	\$25,000.00
		Net Expenditures	<u><u>\$25,000.00</u></u>

252 - HYDRO STATION FUND

Total Increase \$25,000.00

Request to create and increase a new capital expenditure line titled "Capital Outlay - Tyler Dam Project". The contractor is scheduled to begin work dewatering the pond and removing the sluice gate this year. YCUA is coordinating this joint project and will be paying the contractor directly. The Township will reimburse YCUA when invoiced. This will be funded by a transfer of funds from the Environmental Cleanup Fund.

Revenues:	Transfer In: Environmental Cleanup	252-000-000-697.007	\$25,000.00
		Net Revenues	<u><u>\$25,000.00</u></u>
Expenditures:	Capital Outlay - Tyler Dam Project	252-252-000-971.100	\$25,000.00
		Net Expenditures	<u><u>\$25,000.00</u></u>

590 - COMPOST FUND

Total Increase \$16,233.00

Request to increase budget for the cost of emptying the dumpsters at the Compost site and to increase the budget for the related revenue for trash drop off. This will be funded by an increase to the Gate Revenue - drop off fee revenue line.

Revenues:	Gate Revenue - Drop off Fees	590-000-000-650.203	\$16,233.00
		Net Revenues	<u><u>\$16,233.00</u></u>
Expenditures:	Contractual/Rolloff Disposal	590-590-000-804.000	\$16,233.00
		Net Expenditures	<u><u>\$16,233.00</u></u>

Motion to Amend the 2016 Budget (#17):

Move to increase the Environmental Cleanup Fund by \$25,000 to \$97,000 and approve the department line item changes as outlined.

Move to increase the Hydro Fund by \$25,000 to \$581,112 and approve the department line item changes as outlined.

Move to increase the Compost Fund by \$16,233 to \$945,449 and approve the department line item changes as outlined.

Resolution 2016-60

RESOLUTION TO ADOPT THE ANNUAL EXEMPTION OPTION AS SET FORTH IN 2011 PUBLIC ACT 152, THE PUBLICLY FUNDED HEALTH INSURANCE CONTRIBUTION ACT

WHEREAS, 2011 Public Act 152 (the "Act") was passed by the State Legislature and signed by the Governor on September 24, 2011;

WHEREAS, the Act contains three options for complying with the requirements of the Act;

WHEREAS, the three options are as follows:

- 1) Section 3 - "Hard Caps" Option - limits a public employer's total annual health care costs for employees based on coverage levels, as defined in the Act;
- 2) Section 4 - "80%/20%" Option - limits a public employer's share of total annual health care costs to not more than 80%. This option requires an annual majority vote of the governing body;
- 3) Section 8 - "Exemption" Option - a local unit of government, as defined in the Act, may exempt itself from the requirements of the Act by an annual 2/3 vote of the governing body;

WHEREAS, the Charter Township of Ypsilanti Board of Trustees has decided to adopt the annual Exemption option as its choice of compliance under the Act;

NOW, THEREFORE, BE IT RESOLVED the Charter Township of Ypsilanti Board of Trustees of the Charter Township of Ypsilanti elects to comply with the requirements of 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act, by adopting the annual Exemption option for the medical benefit plan coverage year January 1, 2017 through December 31, 2017.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2016-60 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on December 6, 2016.


Karen Lovejoy Roe, Clerk

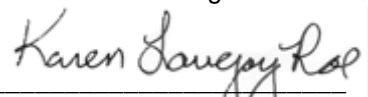
Charter Township of Ypsilanti

**CHARTER TOWNSHIP OF YPSILANTI
Resolution No. 2016-61**

**ADOPTION OF REGULAR BOARD MEETING DATES
FOR THE 2017 CALENDAR YEAR**

NOW THEREFORE, BE IT RESOLVED that the attached schedule of dates and times be adopted for the Charter Township of Ypsilanti for the 2017 calendar year.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2016-61 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on December 6, 2016.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

**CHARTER TOWNSHIP OF YPSILANTI
BOARD OF TRUSTEES**

SCHEDULE OF MEETINGS FOR 2017

Work Session 5:00 p.m. Civic Center Board Room	Regular Meeting 7:00 p.m. Civic Center Board Room
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In 2017, the Township Board will meet on the 1st and 3rd Tuesday of each month in February, March, April, May, October, November and December and on the 3rd Tuesday of each month in January, June, July, August, and September.

Tuesday January 17, 2017

Tuesday February 7, 2017
Tuesday February 21, 2017

Tuesday March 7, 2017
Tuesday March 21, 2017

Tuesday April 4, 2017
Tuesday April 18, 2017

Tuesday May 2, 2017
Tuesday May 16, 2017

Tuesday June 20, 2017*

Tuesday July 18, 2017*

Tuesday August 15, 2017*

Tuesday September 19, 2017*

Tuesday October 3, 2017
Tuesday October 17, 2017

Tuesday November 7, 2017
Tuesday November 21, 2017

Tuesday December 5, 2017
Tuesday December 19, 2017

All meetings are held at the Ypsilanti Township Civic Center Building, 7200 S. Huron River Drive, Ypsilanti Township

Special Meetings may be called with 24-hour notification.

Pre-approval of Statements and Checks is authorized when no Board Meeting is held, with formal approval at the next regularly scheduled meeting, contingent on Board Members review and no objection.

*Board members should plan to reserve the first Tuesday of June, July, August and September in case a Special Meeting needs to be scheduled.

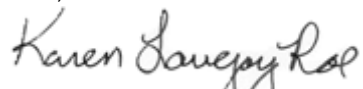
CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION NO. 2016 - 62

ADOPTION OF ROBERT'S RULES OF ORDER

NOW THEREFORE, BE IT RESOLVED that Robert's Rules of Order shall be adopted by the Charter Township of Ypsilanti Board of Trustees for the 2017 calendar year.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2016-62 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on December 6, 2016.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

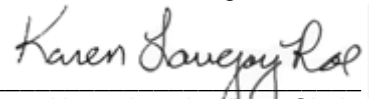
CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION NO. 2016-63

**DESIGNATION OF DEPOSITORIES
FOR 2017**

NOW THEREFORE, BE IT RESOLVED that First Merit Commercial and Savings Bank, Bank of Ann Arbor-Ypsilanti Office, Comerica Bank, Charter One, Ann Arbor State Bank, Fifth Third Bank, Chase Bank, P&C Bank, United Bank & Trust, Fidelity Bank, Huntington National Bank, Key Bank and TCF Bank and their successors be designated depositories for all Charter Township of Ypsilanti funds and securities for the 2017 calendar year.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2016-63 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on December 6, 2016.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

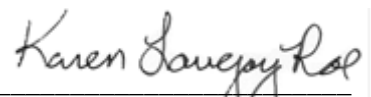
CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION NO. 2016-64

DESIGNATION OF NEWSPAPER OF CIRCULATION

NOW THEREFORE, BE IT RESOLVED that Washtenaw Legal and MLive/AnnArbor.com be designated as the newspapers of general circulation for the Charter Township of Ypsilanti advertisements and publications for the 2017 calendar year.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2016-64 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on December 6, 2016.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

2017 ANNUAL LIST OF CONTRACTS AND RENEWALS

VENDOR/FIRM	DESCRIPTION
360 Service	Printing & mailing assessment notices & Pers. Prop.
Abby Door	Garage Doors
Adobe	Creative Cloud Subscription
Admin Arsenal	PDQ Software
A.F. Smith	Electrical Work
Air Source One	Breathing Air Compressor Maintenance
Alienvault	Network IDS Systems
Alternative Computer Technology, Inc.	Sophos Computer Security Software
Ann Arbor Audio	Board Room Sound System
Ann Arbor SPARK Dues	
Ann Arbor SPARK East Dues	
APEX	Assessing Drawing Software
Apollo Fire Equipment	
Applied Imaging	Printer Repair and Maintenance
ASAP	DOT Random Screens
ASC	
ASCAP	Phone Music
Ascend	Health Care Agent
AT&T	Voice/Data Communication Services
Automatic Irrigation Supply	Green Oaks Irrigation System – Rain Bird
Badger	Chipper Parts
Bandit	Chipper Parts
Barr Engineering	Hydro Station
B & C Painting	Paint and Graffiti Removal
Bell Tire	MI Deals Goodyear Dealer
Biddle Consulting Group	OPAC HR Testing Software
Blue Cross/Blue Shield of Michigan	Employee Health Care
Bresser's	
BS&A	Government Software Apps
Budget Towing	Vehicle Towing
Butzel Long	Labor Attorney
Carlisle Wortman Assoc., Inc.	
Carter & Burgess	Structural Engineer
CDWG	Microsoft Enterprise Agreement
Centron Data Services	Printing & mailing assessment notices & Personal Property
Choice Strategies	Employee Medical/Dependent Reimbursement – Benny Card
Cincinnati Time	Time Clocks
Cintas	First Aid Supplies
Clear Rate Communications	Telephone Service
Code42	Online Backup Services
Cognito LLC	Online Forms
Comcast	Internet Services
Comodo	Website Security Scanning
Conference of Western Wayne Firefighter Testing Program	Firefighter Testing Program
Conti	Cameras/Video
Controlled Power	U.P.S. (Uninterruptible Power Supply) Maintenance, Fire Dept.
D & B Power Associates, Inc.	UPS Maintenance
Delta Dental	Employee Dental Services
DTE Energy	Generator Maintenance
D J Conneley	Boiler Maintenance
Doan Construction	Sidewalk Repair Contractor and Engineer
Duo	Two Factor Authentication
DynDNS	DNS Services
Ed's Garage	Vehicle Repair
Election Systems & Software (ES&S)	Tabulator and AutoMark Maintenance Contract
EMPCO, Inc.	Fire Dept. Promotional Testing
ESRI	GIS Software Maintenance
Fiber Link Inc.	Miss Dig Management
Fire Findings	
Fire Safety 2000	
Fotolia.com	Stock Images
FSCI	
Gabriel Roeder Smith & Company	Actuary Company
Garan Lucow	

VENDOR/FIRM

DESCRIPTION

GCSI	Lobbyist Firm
GFI Software	Patch Management Software
GolfNow	Golf Course Management Software
Google	Google Apps
Governmental Business Systems	Election Equipment & Supplies
Governor Computer	Printer Repairs
Grainger	Industrial Equipment
Guardian Alarm	Security Alarm & Door Access System
Hastings Air Energy Control	Plymovent System Preventive Maintenance, Fire Dept.
Honeywell	HVAC – RSD
Hootsuite	Social Media Manager Services
Huron River Watershed Council Dues	
Huron Valley Cabling	Structured Network Wiring
IBM	Maas360 Mobile Device Management
Int. Assoc. of Arson Invest	
Imperva	Webserver Application Firewall
International Code Council	State Building Code Books/Software
Intern. Fire Chief's Assoc.	
JAMAR Technologies	Traffic Survey Equipment
JTW Pipes, LLC	Plumber
Lastpass	Password Management
Linode	Township Web Host
Lighting Supply	Bulbs, Ballasts, Lighting Supplies
Logisoft	Sophos Software/Firewall Software
Looking Good Lawns	Ordinance Mowing
MAP (Michigan Ability Partners)	Roadside Cleanup
Maps by Wagner	Police/Fire/Elections/Residential Services Maps
Marc Dutton Irrigation, Inc	Comm. Center Ball Field Irrigation Repairs
Marketplace Solutions of Ohio, Inc.	
Margolis Nursery	Trees and Landscaping
MASA	Softball purchase for adult programs at Rec. Dept.
McLain & Winters	Township Attorneys
Meals on Wheels	
Medtronic/Physio-Control	
Merit.edu	Zimbra Maintenance
MERS	Employee Retirement System
Michigan Assessor Association	Dues for Assessor Office
MI Association of Fire Chiefs	
MiGMIS	Michigan Governmental IT Professionals
Michigan Association of Planning (MAP)	C.E.D. training, reference etc.
Michigan CAT	Fire Truck Repairs, Compost Equipment Supplier/Repairs
Michigan Fire Inspector's Society	
Michigan Fireman's Association	
Michigan Municipal League	Insurance
(MRPA)Michigan Recreation & Park Assoc.	Per Art S.
Michigan Township Association Dues	Clerk's Office
Microsoft	Microsoft Licensing
Miracle Midwest	Playscape Equipment for Specific Parks
Monitis.com	External Network Monitoring
Munetrix	Web support – Dashboard & Citizen's Guide
National Fire Protection Association	
Netwrix Corporation	Event Log Management
Niswander LLC	
O'Bryan's Lock & Key	Locksmith
OHM Engineering	
Parkway Services	Port-A-John Rental
Parson's Brinkerhoff	
Pencura	Playscape Equipment
Pitney Bowes	Postage Machine
Play Enviro	Playscape Equipment for Specific Parks
Playworld Midstates	Playscape Equipment for Specific Parks
PNC	Employer Portion of Fire Dept. Pension
PSLZ	Auditors/David Williamson CPA

VENDOR/FIRM

DESCRIPTION

Printing Systems	Election Supplies
Professional Tree Service	Tree Removal
QPS Printing	
Q-Star Technology	Flash Cam Maintenance
Ricoh	Printer Services
Screenconnect Software, LLC	Remote Screenshare
SEMCOG	
SE Michigan Fire Chief's Assoc	Agreement with Washtenaw County for Senior Nutrition Program
Senior Nutrition Lease	Tires and MiDeal Items
Shrader Tire & Oil	Playscape Equipment for Specific Parks
Sinclair Recreation, LLC-Gametime	Ball and Soccer Paint Supplies, Ice Melt
SiteOne Landscape Supply, LLC	Only Michigan Toro Vendor
Spartan Distributors	Fire Extinguisher Inspections/Maintenance
Spears Fire & Safety	Engineers/Surveyors/Planners
Spicer Group	Pagers
Spok	Life/Disability Insurance
Standard Insurance	Hydro Dam Maintenance
Stantec	MiDeal
State of Michigan	
Stormwater Management Services, LLC	Chipper Engine Parts
Superior Diesel	Environmental Services
Tetra Tech	Fixed Assets Software
Thomson Reuters	
Total Fitness	Employee Assistance Program (EPA)
Ulliance	Tree Service
Valentine Tree Service	Employer Portion of Fire Dept. OPEB
Vanguard	Systems Log Management
Veriato	Mobile Phones
Verizon	RecTrac Software Support
Vermont Systems	Concrete and Manhole Renovation
V & J Cement Contractors	Server Virtualization Software
VMWare	Vision Insurance
Vision Service Plans (VSP)	Website Hosting Services
Vultr	
Washtenaw Area Transportation Study Dues	Senior Nutrition Program
Washtenaw County CED -	
Washtenaw County Mutual Aid	Purchase of Salt & Grading
Washtenaw County Road Commission	Sheriff Services
Washtenaw County Treasurer	Pre-employment Drug Screen/DOT Screens
Washtenaw Urgent Care	Trash Haulers
Waste Management	
Western Wayne County Mutual Aid	Maintenance of Outdoor Sirens
West Shore	STIHL Dealer (weed trimmers, chain saws, push mower)
Weingartz	Telephone Service
Windstream	Mechanical
W.J. O'Neil	Structured Cable Installation Services
Wolff Networks, LLC	Chipper Trucks, Fire Engine Parts and Repair
Wolverine Freightliner	Lift Stations, Vehicle and Equipment Repair
YCUA	
Ypsilanti Area Chamber of Commerce	Road Salt
Ypsilanti City DPW	Network Monitoring/Request Racking Systems
Zoho Corp	

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
JEAN HALL CURRIE
STAN ELDRIDGE
MIKE MARTIN
SCOTT MARTIN



**Accounting
Department**

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 484-3702
Fax: (734) 484-5154

Charter Township of Ypsilanti

STATEMENTS AND CHECKS

DECEMBER 20, 2016 BOARD MEETING

ACCOUNTS PAYABLE CHECKS -	\$	723,475.15
HAND CHECKS -	\$	11,597.50
CREDIT CARD PURCHASES-	\$	<u>1,062.91</u>
GRAND TOTAL -	\$	736,135.11

Choice Health Care Deductible – NOV. 2016

ACH EFT -	\$	26,803.95
ADMIN FEE -	\$	3,622.50 (Oct - Dec)

Check Date	Check	Vendor Name	Amount
Bank AP AP			
12/07/2016	173900	AREATHA CUMMINGS	55.50
12/07/2016	173901	ASHLYN AETHYR	55.50
12/07/2016	173902	BETTY MCNAUGHTON	55.50
12/07/2016	173903	COLLEEN HOLZMAN	55.50
12/07/2016	173904	CONOR DAINING	55.50
12/07/2016	173905	DAWNE SHORT	55.50
12/07/2016	173906	DERRICK JACKSON	55.50
12/07/2016	173907	DIANE MAGUIRE	55.50
12/07/2016	173908	JARROD OLIVE	55.50
12/07/2016	173909	JOHN WATKINS	55.50
12/07/2016	173910	KATHLEEN FOYLE	55.50
12/07/2016	173911	KENNETH ULRICH	55.50
12/07/2016	173912	KURT PERSKI	55.50
12/07/2016	173913	MARGARET REEVES	55.50
12/07/2016	173914	MARK BILLINGS	55.50
12/07/2016	173915	MARK STEINMAN	55.50
12/07/2016	173916	MICHELLE VIBBER	55.50
12/07/2016	173917	PATRICIA MCDOWELL	55.50
12/07/2016	173918	PATRICIA WILLIBEY	55.50
12/07/2016	173919	PATRICK MCCOLLUM	55.50
12/07/2016	173920	REBECCA FLECKENSTEIN	55.50
12/07/2016	173921	STEVEN GRIFFIN	55.50
12/07/2016	173922	SUSAN THIGPEN	55.50
12/07/2016	173923	TAYLOR DOGAN	55.50
12/07/2016	173924	VERITY HIBBITTS	55.50
12/07/2016	173925	WADE THOMAS	55.50
12/07/2016	173926	WILLIAM FALK	55.50
12/07/2016	173927	V & J CEMENT	9,574.00
12/06/2016	173928	STATE OF MICHIGAN##	525.00

Hand Checks

AP TOTALS:

Total of 29 Checks:	11,597.50
Less 0 Void Checks:	0.00
Total of 29 Disbursements:	<u>11,597.50</u>

Check Date	Check	Vendor Name	Amount
Bank AP AP			
12/20/2016	173929	A & R TOTAL CONSTRUCTION, INC.	551.40
12/20/2016	173930	AAATA	725.00
12/20/2016	173931	ABBEY DOOR	1,451.00
12/20/2016	173932	ACCUSHRED LLC	65.00
12/20/2016	173933	ALLGRAPHICS CORPORATION	124.25
12/20/2016	173934	AMWAY GRAND PLAZA HOTEL	470.88
12/20/2016	173935	ANN ARBOR SPARK	10,000.00
12/20/2016	173936	ANN ARBOR SPARK	5,000.00
12/20/2016	173937	ANN ARBOR WELDING SUPPLY CO	208.32
12/20/2016	173938	APPLIED IMAGING	2,302.36
12/20/2016	173939	ARBOR MAN LLC	3,825.00
12/20/2016	173940	ARGUS HAZCO	128.39
12/20/2016	173941	BEHLER-YOUNG CO.	135.10
12/20/2016	173942	BEST ASPHALT	24,655.35
12/20/2016	173943	BIDDLE CONSULTING GROUP, INC	519.00
12/20/2016	173944	BRENDA STUMBO	93.79
12/20/2016	173945	BUCK'S OIL CO.	75.00
12/20/2016	173946	BUTZEL LONG	716.44
12/20/2016	173947	CARL ROWSEY	150.00
12/20/2016	173948	CARLISLE/WORTMAN ASSOCIATES	532.50
12/20/2016	173949	CARTER LUMBER COMPANY	61.74
12/20/2016	173950	CENTRON DATA SERVICES	1,353.63
12/20/2016	173951	CHARTER TOWNSHIP OF SUPERIOR	102.13
12/20/2016	173952	COLMAN-WOLF SANITARY SUPPLY CO	634.24
12/20/2016	173953	COMPLETE BATTERY SOURCE	164.44
12/20/2016	173954	CONGDON'S	21.58
12/20/2016	173955	COSTUME GALLERY	4,955.50
12/20/2016	173956	COURT INNOVATIONS INC	70.00
12/20/2016	173957	DAWN FARM	1,381.80
12/20/2016	173958	DEP PRODUCTIONS LLC	280.00
12/20/2016	173959	DUNHAM'S SPORTING GOODS	100.00
12/20/2016	173960	EMERGENCY VEHICLE SERVICES	1,470.74
12/20/2016	173961	FIRESTONE COMPLETE AUTO CARE	279.83
12/20/2016	173962	FRED PRYOR SEMINARS	99.00
12/20/2016	173963	GOVERNMENTAL BUSINESS SYSTEMS	3,181.25
12/20/2016	173964	GOVERNMENTAL CONSULTANT	2,850.00
12/20/2016	173965	GRAINGER	197.41
12/20/2016	173966	HOME OF NEW VISION	740.00
12/20/2016	173967	INSITE REAL ESTATE	660.00
12/20/2016	173968	INTERNATIONAL CODE COUNCIL	262.60
12/20/2016	173969	J & R TRACTOR, LLC	146.79
12/20/2016	173970	JUMP-A-RAMA	980.00
12/20/2016	173971	KAREN LOVEJOY ROE	236.06
12/20/2016	173972	KCI	336.44
12/20/2016	173973	LANGUAGE LINE SERVICES	122.58
12/20/2016	173974	LISA GODO	248.00
12/20/2016	173975	LOOKING GOOD LAWNS	2,803.00
12/20/2016	173976	MACOMB COMMUNITY COLLEGE	350.00
12/20/2016	173977	MARC DUTTON IRRIGATION, INC.	500.00
12/20/2016	173978	MARK HAMILTON	1,500.00
12/20/2016	173979	MARK MCCOY	108.00
12/20/2016	173980	MCLAIN AND WINTERS	110,048.07
12/20/2016	173981	MICHAEL DAGHER-MARGOSIAN	195.30
12/20/2016	173982	MICHIGAN ASSESSORS ASSOC	225.00
12/20/2016	173983	MICHIGAN FIRE INSPECTORS	350.00
12/20/2016	173984	MICHIGAN LINEN SERVICE, INC.	1,368.32
12/20/2016	173985	MUNICIPAL CODE CORPORATION	950.00
12/20/2016	173986	NAPA AUTO PARTS	142.18
12/20/2016	173987	NEOPOST	776.24
12/20/2016	173988	NETWRIX CORPORATION	4,423.40
12/20/2016	173989	NORTH EASTERN UNIFORMS & EQUIPMENT	1,235.77
12/20/2016	173990	NYE UNIFORM EAST	666.44
12/20/2016	173991	OFFICE EXPRESS	498.59
12/20/2016	173992	OKINAWAN KARATE CLUB	767.20
12/20/2016	173993	ORCHARD, HILTZ & MCCLIMENT INC	20,807.75
12/20/2016	173994	PARK ATHLETIC SUPPLY	219.00
12/20/2016	173995	PARKWAY SERVICES, INC.	230.00
12/20/2016	173996	PITTSFIELD CHARTER TOWNSHIP	665.00
12/20/2016	173997	RON WHITTENBERG	74.14
12/20/2016	173998	SCHAFFER CONSTRUCTION, INC	1,874.25
12/20/2016	173999	SCHOOLCRAFT COLLEGE	475.00
12/20/2016	174000	SEAN MCCOY	108.00
12/20/2016	174001	SIGNS BY TOMORROW	30.00
12/20/2016	174002	SOUTHERN COMPUTER WAREHOUSE	4,017.13
12/20/2016	174003	SPARTAN DISTRIBUTORS	1,273.72
12/20/2016	174004	SPEARS FIRE & SAFETY SERVICE	142.00
12/20/2016	174005	SPICER GROUP	8,448.00
12/20/2016	174006	START SMART SPORTS DEVELOPMENT	375.07

A/P Checks

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User: mharris
DB: Ypsilanti-Twp

CHECK REGISTER FOR CHARTER TOWNSHIP OF YPSILANTI Page: 2/2
CHECK NUMBERS 173929 - 174035

Check Date	Check	Vendor Name	Amount
12/20/2016	174007	STERICYCLE INC	183.93
12/20/2016	174008	SUSAN ALLSHOUSE	1,100.00
12/20/2016	174009	TAMMIE KEEN	98.82
12/20/2016	174010	TARGET INFORMATION	111.57
12/20/2016	174011	TERRY CONDIT	108.00
12/20/2016	174012	THD AT- HOME SERVICES	69.00
12/20/2016	174013	THERESE ANN FOOTE	415.10
12/20/2016	174014	TODD BARBER	1,325.00
12/20/2016	174015	TRACY RICHARDSON	3.00
12/20/2016	174016	TRAVIS ERBY	269.50
12/20/2016	174017	UNIVERSITY TRANSLATORS	181.88
12/20/2016	174018	V & J CEMENT	975.00
12/20/2016	174019	VERMONT SYSTEMS, INC	6,134.32
12/20/2016	174020	VICTORY LANE	155.61
12/20/2016	174021	WASHTENAW COUNTY CONVENTION	8,229.00
12/20/2016	174022	WASHTENAW COUNTY LEGAL NEWS	150.00
12/20/2016	174023	WASHTENAW COUNTY LEGAL NEWS	80.00
12/20/2016	174024	WASHTENAW COUNTY SHERIFF'S OFFICE	1,128.00
12/20/2016	174025	WASHTENAW COUNTY TREASURER#	457,067.92
12/20/2016	174026	WASHTENAW URGENT CARE	100.00
12/20/2016	174027	WEINGARTZ	479.96
12/20/2016	174028	WEISSMAN'S	2,068.03
12/20/2016	174029	WESTLAND FIRE EXTINGUISHER INC	88.00
12/20/2016	174030	WILLIAM BALMES	215.00
12/20/2016	174031	WOLFF NETWORKS, LLC	634.00
12/20/2016	174032	WOLVERINE FREIGHTLINER	286.26
12/20/2016	174033	XEROX BUSINESS SERVICES LLC	2,735.00
12/20/2016	174034	YPSILANTI TOWNSHIP PETTY CASH	198.80
12/20/2016	174035	ZEP SALES & SERVICE	573.34

AP TOTALS:

Total of 107 Checks:	723,475.15
Less 0 Void Checks:	0.00
Total of 107 Disbursements:	723,475.15

12/14/2016 04:08 PM
User: mharris
DB: Ypsilanti-Twp

CHECK REGISTER FOR CHARTER TOWNSHIP OF YPSILANTI
CHECK NUMBERS 12 - 12

Check Date	Check	Vendor Name	Description	Amount
Bank CARDS COMERICA COMMERCIAL CARD				
12/14/2016	12(E)	COMERICA BANK	NETWORK CABLES	70.29
			GENERAL TOOLS	9.54
			MONITOR STAND	52.24
			QUICKEN HOME & BUSINESS 2017	61.17
			IPAD CASE	79.04
			LODGING FOR WILLIAM BALMES FOR ANNUAL EL	220.50
			YOUTH DANCE COSTUMES	142.38
			YOUTH DANCE COSTUMES	178.00
			PHP POINT OF SALE SOFTWARE	149.00
			SANGOMA EHS30 ADAPTER	100.75
				<u>1,062.91</u>
CARDS TOTALS:				
Total of 1 Checks:				1,062.91
Less 0 Void Checks:				0.00
Total of 1 Disbursements:				<u>1,062.91</u>

OFFICE OF THE TREASURER
LARRY J. DOE



MONTHLY TREASURER'S REPORT
NOVEMBER 1, 2016 THROUGH NOVEMBER 30, 2016

<u>Account Name</u>	<u>Beginning Balance</u>	<u>Cash Receipts</u>	<u>Cash Disbursements</u>	<u>Ending Balance</u>
101 - General Fund	2,388,569.56	974,758.92	801,630.98	2,561,697.50
101 - Payroll	187,588.73	798,700.95	783,387.01	202,902.67
101 - Willow Run Escrow	142,591.25	23.38	0.00	142,614.63
206 - Fire Department	729,478.55	174.12	288,052.72	441,599.95
208 - Parks Fund	30,675.02	4.99	256.89	30,423.12
212 - Roads/Bike Path/Rec/General Fund	701,232.50	342.89	141,095.15	560,480.24
225 - Environmental Clean-up	372,987.66	61.21	0.00	373,048.87
226 - Environmental Services	2,097,923.99	1,203.59	200,334.46	1,898,793.12
230 - Recreation	49,020.16	24,574.26	46,547.64	27,046.78
236 - 14-B District Court	452,208.86	237,405.24	92,458.10	597,156.00
244 - Economic Development	67,284.96	11.04	0.00	67,296.00
248 - Rental Inspections	206,498.04	6,708.25	13,663.26	199,543.03
249 - Building Department Fund	766,807.10	35,139.20	36,618.86	765,327.44
250 - LDFA Tax	92,329.05	15.15	0.00	92,344.20
252 - Hydro Station Fund	362,690.35	57.24	25,167.56	337,580.03
266 - Law Enforcement Fund	3,030,789.04	448.88	522,612.96	2,508,624.96
280 - State Grants	18,412.57	3.02	0.00	18,415.59
301 - General Obligation	5,174.69	0.85	0.00	5,175.54
397 - Series "B" Cap. Cost of Funds	39,080.98	6.41	0.00	39,087.39
398 - LDFA 2006 Bonds	6,856.50	1.12	0.00	6,857.62
498 - Capital Improvement 2006 Bond Fund	337,852.81	55.38	0.00	337,908.19
584 - Green Oaks Golf Course	140,259.14	136,990.68	125,199.89	152,049.93
590 - Compost Site	1,051,795.47	12,985.27	518,787.73	545,993.01
595 - Motor Pool	169,385.41	763.00	5,320.55	164,827.86
701 - General Tax Collection	21,352.25	5,753.09	4,575.90	22,529.44
703 - Current Tax Collections	1,580,150.66	307,524.07	997,859.72	889,815.01
707 - Bonds & Escrow/GreenTop	758,560.04	2,823.95	7,096.75	754,287.24
708 - Fire Withholding Bonds	57,025.49	12,064.62	8,426.00	60,664.11
893 - Nuisance Abatement Fund	64,437.14	1,750.40	2,926.10	63,261.44
ABN AMRO Series "B" Debt Red. Cap.Int.	9,913.63	0.00	0.00	9,913.63
GRAND TOTAL	15,938,931.60	2,560,351.17	4,622,018.23	13,877,264.54

SUPERVISOR REPORT

- A. SUPERVISOR STUMBO WILL REPORT ON MEETINGS ATTENDED BY OFFICIALS AND STAFF

CLERK REPORT

THERE IS NO WRITTEN CLERK REPORT

TREASURER REPORT

THERE IS NO WRITTEN TREASURER REPORT

TRUSTEE REPORT

THERE IS NO WRITTEN TRUSTEE REPORT

ATTORNEY REPORT

GENERAL LEGAL UPDATE

OLD BUSINESS

Charter Township of Ypsilanti

RESOLUTION NO. 2016-65

CREATION OF STREETLIGHT SPECIAL ASSESSMENT DISTRICT #208 FOR THE TREMONT SUBDIVISION

WHEREAS, on or about October 6, 2016, the Township Clerk received a petition from the record owners of persons having a vendee's interest as shown by the records in the Washtenaw County Register of Deeds Office or as shown on the tax rolls of the Township, petitioning the Township Board for additional LED street lighting and the conversion of current street lighting to LED for the Tremont Subdivision, consisting of 188 parcels, in Ypsilanti Township and for the creation and establishment of a special assessment district #208 for the purpose of defraying said cost of street lighting by special assessments against the property especially benefited; and

WHEREAS, the Township Clerk requested of Detroit Edison, proposed plans describing the street lighting improvement and the location of said improvements with an estimate of said costs; and

WHEREAS, on October 25, 2016 Lance Alley of Detroit Edison Community Lighting Group prepared and submitted proposed plans to install street lighting for the Tremont Subdivision, Ypsilanti Township, consisting of 188 parcels, which said plans included, *inter alia*, the installation of fifteen (15) "**new 60 watt Granville LED with gold ribs and bands**" and the conversion to LED of twenty-four (24) "**existing 100 watt HPS acorns with gold ribs and bands to be converted to 60 watt Granville LED with gold ribs and bands**" with the cost of said improvements being approximately:

Total Estimate Construction Cost:	\$80,966.90
Total Lamp Charge For Three (3) Years:	\$13,875.75
Contribution (Cost minus 3 years revenue):	\$67,091.15
Total Annual Lamp Charges:	\$ 4,625.25

WHEREAS, on December 15, 2016 the Township Clerk received notification from the Township Assessor that the cost of providing street lights for the Tremont Subdivision, Ypsilanti Township, consisting of 188 parcels, which said plans included, *inter alia*, the installation of fifteen (15) "**new 60 watt Granville LED with gold ribs and bands**" and the conversion to LED of twenty-four (24) "**existing 100 watt HPS acorns with gold ribs and bands to be converted to 60 watt Granville LED with gold ribs and bands**" (construction costs of \$15,096.00 for the LED conversion will not be included in the special assessment district) will be **\$52.26** per parcel for a 10-year period; thereafter, said costs shall be estimated at **\$24.60** per parcel for street lighting, based on general benefit; and

WHEREAS, the Township Clerk has given notice to each record owner of or party in interest in property to be assessed, by first class mail, addressed to the record owner or party in interest at the address shown on the tax records, at least 10 (ten) days before the December 6, 2016 public hearing, setting forth the district affected in said petition, place and purpose of said public hearing to allow any interested person an opportunity to voice any objection which may be offered against creating said district; and

WHEREAS, the Township Clerk has also published in a newspaper of general circulation the time, place and purpose of said public hearing and the district affected thereto; and

WHEREAS, on December 6, 2016, the Charter Township of Ypsilanti held a public hearing to hear any objections which may be offered against creating said special assessment district.

NOW THEREFORE, BE IT RESOLVED, that the Charter Township of Ypsilanti determines that the petition filed by the record owners of the Tremont Subdivision, consisting of 188 parcels, on October 6, 2016, is sufficient for all purposes set forth pursuant to Act 188 of the Public Acts of 1954, as amended.

BE IT FURTHER RESOLVED, that a special assessment district #208 be created for the purpose of providing street lights for the Tremont Subdivision, consisting of 188 parcels.

BE IT FURTHER RESOLVED, that the Township Board accepts the plans and estimate of costs as presented by Detroit Edison for the Tremont Subdivision, consisting of 188 parcels, which said plans included, *inter alia*, the installation of fifteen (15) **“new 60 watt Granville LED with gold ribs and bands”** and the conversion to LED of twenty-four (24) **“existing 100 watt HPS acorns with gold ribs and bands to be converted to 60 watt Granville LED with gold ribs and bands”** (construction costs of \$15,096.00 for the LED conversion will not be included in the special assessment district) will be **\$52.26** per parcel for a 10-year period; thereafter, said costs shall be estimated at **\$24.60** per parcel for street lighting, based on general benefit.

BE IT FURTHER RESOLVED, that the Township Supervisor shall make a special assessment upon all the lands and premises contained herein to defray the expenses of lighting said streets.

BE IT FURTHER RESOLVED, that the Township Board shall hereinafter annually determine on or before September 30 of each year, the amount to be assessed in said district for lighting said streets and shall direct the Township Assessor to levy such amounts therein.

BE IT FURTHER RESOLVED, that when the special assessment roll has been prepared and filed in the office of the Township Clerk, before said assessment roll has been confirmed, the Township Board shall appoint a time and place when it will meet, review and hear any objections to the assessment roll.

BE IT FURTHER RESOLVED, that the Township Board shall give notice of said hearing and filing of the assessment roll in the manner prescribed by statute.

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
JEAN HALL CURRIE
STAN ELDRIDGE
MIKE MARTIN
SCOTT MARTIN



Charter Township of Ypsilanti

Assessor's Office

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 487-4927
Fax: (734) 484-5159

Date: December 15, 2016

To: Karen Lovejoy Roe,
Ypsilanti Township Clerk

From: Brian McCleery,
Assistant Assessor

Subject: Revised Cost Allocations – Tremont Park Streetlight District 208

The Tremont Park Streetlight Special Assessment District #208 is comprised of 188 parcels in which the costs of construction and operating costs are to be divided equally.

Installation Costs-

The installation costs for the 15 Streetlights total \$51,995.15. This total is divided among the 188 parcels and is spread over a 10 year period starting in 2017 and expiring in 2026. The annual cost per parcel for installation is \$27.66.

Annual Lamp Charges-

DTE has fixed the annual lamp charges for the first three years, per agreement to \$4,625.25. This cost is divided among the 188 parcels and equals \$24.60 per parcel. After the third year the cost will reflect the current rates set by DTE as well as the current electrical usage over the year.

Total Street Light Special Assessment-

During the first 10 years it is estimated that the annual cost for the new street lights per parcel would be \$52.26. Once the installation costs are paid off in 10 years, the cost will reflect the updated Annual Lamp Charges. An Estimate of the annual cost per parcel based upon DTE's current costs would be \$24.60 per parcel.

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
JEAN HALL CURRIE
STAN ELDRIDGE
MIKE MARTIN
SCOTT MARTIN



Charter Township of Ypsilanti

Clerk's Office

7200 S. Huron River
Drive
Ypsilanti, MI 48197
Phone: (734) 484-4700
Fax: (734) 484-5156

November 17, 2016

Property Owner
Address
City, State Zip

Re: Public Hearing Scheduled for Tuesday, December 6, 2016 at Approximately 7:00pm for the Creation of a New Special Assessment Streetlight District for the Tremont Subdivision (Phase 1 and 2)

Dear Property Owners:

Please be advised that the Charter Township of Ypsilanti Board of Trustees set a public hearing to consider the request for the creation of a special assessment streetlight district for the Tremont Subdivision. This district will include the addition of fifteen (15) LED streetlights and the conversion of twenty-four (24) streetlights to LED.

Signatures on the petitions received from your subdivision were verified and meet the 51% criteria necessary to create a district.

The public hearing will be held on Tuesday, December 6, 2016 at approximately 7:00 p.m. in the Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.

The Detroit Edison lamp layout for the proposed new streetlights and LED conversion is located on the back of this letter. The cost for each parcel in the assessment district will be approximately \$60.29 for ten (10) years. Once the installation costs are paid at the end of the ten (10) years, the annual amount will drop to approximately \$24.60, based on DTE's current costs.


You are welcome to attend the meeting or you may send written comments of approval or objection in advance of the public hearing to the address listed above or by email to klovejoyroe@ytown.org or lgarrett@ytown.org.

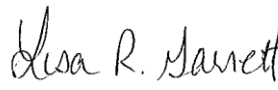
To Legally Protest the Streetlight Special Assessment:

An owner or party in interest, or his or her agent, may appear in person at the hearing to protest the special assessment in person, or may file his or her appearance and protest by letter before the hearing, and in that event, personal appearance shall not be required. The owner or any person having an interest in the real property who protests in writing at or before the hearing may file a written appeal of the special assessment with the State Tax Tribunal within 30 days after the special assessment roll is confirmed.

If you have any questions or need additional information, please feel free to contact my office.

Sincerely,

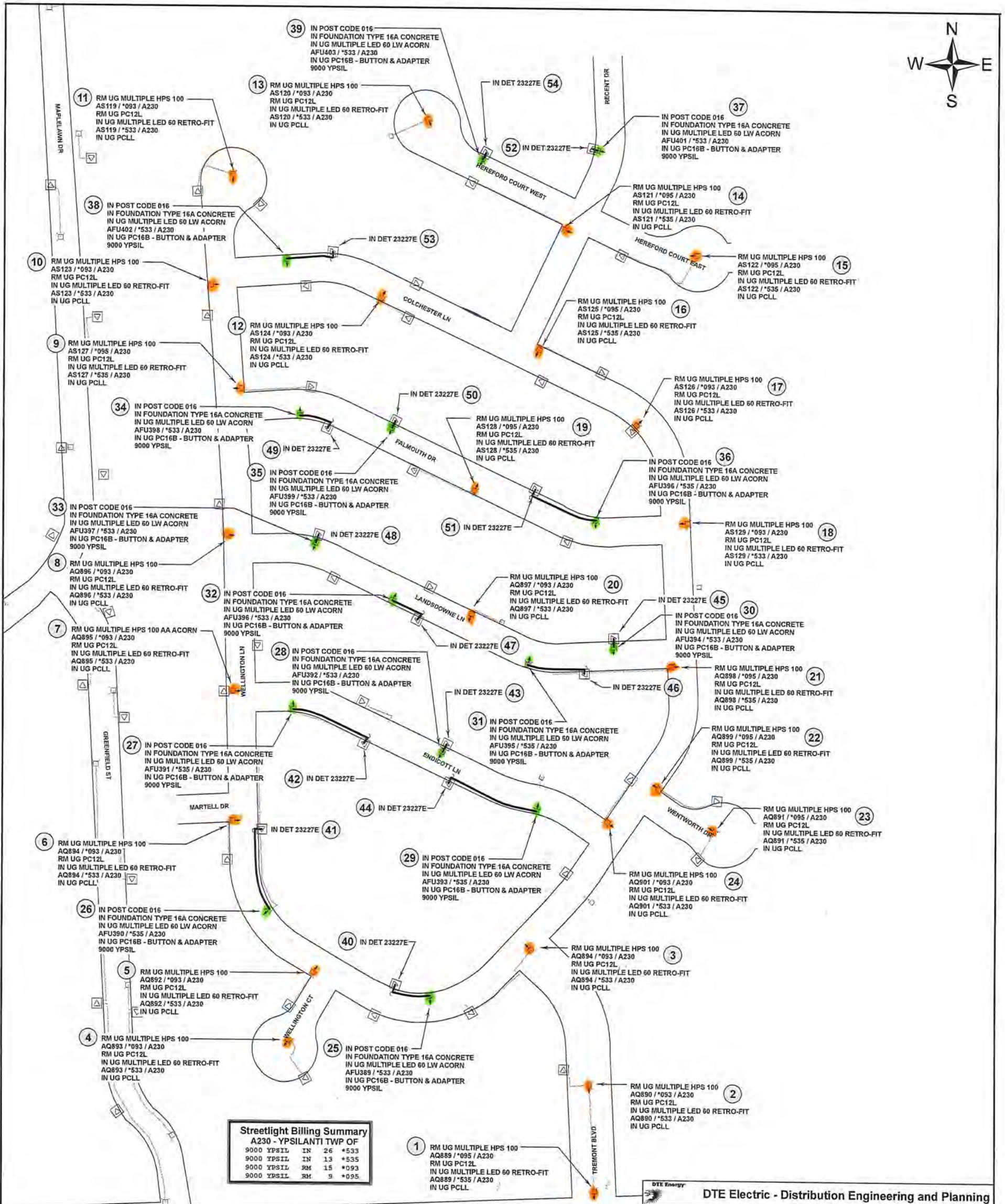

Karen Lovejoy Roe, Clerk


Deputy Clerk

Irg
cc: File

□ - EXISTING LIGHT LOCATION - 24 TOTAL

□ - NEW LIGHT LOCATION - 15 TOTAL



Streetlight Billing Summary
A230 - YPSILANTI TWP OF

9000 YPSIL IN	26	+533
9000 YPSIL IN	13	+535
9000 YPSIL RM	15	+093
9000 YPSIL RM	3	+095

1 RM UG MULTIPLE HPS 100
AQ889 / *095 / A230
RM UG PC12L
IN UG MULTIPLE LED 60 RETRO-FIT
AQ889 / *535 / A230
IN UG PCLL

DTE Energy
DTE Electric - Distribution Engineering and Planning

Service Planner Wincek, Thomas J	Work Order Description SL UG IN 16-60W LED RP 24-100W HPS W/60W LED Tremont Sub. Ypsil Twp.
Phone 586.412.3028	Work Order # 45930578
Supervisor Bilan R Kinnick	City Ypsilanti
Service Center ANN	County Washtenaw
Phone 734.397.4024	City Ypsilanti
Company DTE Energy	Company DTE Energy
Phone 666057	Ver 1
Plot Date 12/15/2016	Scale 03S 07E 35

811 Know what's below.
Call before you dig

EXHIBIT "B"

Exhibit A to Master Agreement

Purchase Agreement

This Purchase Agreement (this "Agreement") is dated as of October 25, 2016 between The Detroit Edison Company ("Company") and Charter Township of Ypsilanti ("Customer").

This Agreement is a "Purchase Agreement" as referenced in the Master Agreement for Municipal Street Lighting dated March 28, 2013 (the "Master Agreement") between Company and Customer. All of the terms of the Master Agreement are incorporated herein by reference. In the event of an inconsistency between this Agreement and the Master Agreement, the terms of this Agreement shall control.

Customer requests the Company to furnish, install, operate and maintain street lighting equipment as set forth below:

1. DTE Work Order Number:	41642813	
	If this is a conversion or replacement, indicate the Work Order Number for current installed equipment: N/A	
2. Location where Equipment will be installed:	Tremont Subdivision located at the intersection of Martz Rd & Tremont Blvd, as more fully described on the map attached hereto as <u>Attachment 1</u> .	
3. Total number of lights to be installed:	15 – New 60 watt Granville LED with gold ribs and bands. 24 – Existing 100 watt HPS acorns with gold ribs and bands to be converted to 60 watt Granville LED with gold ribs and bands.	
4. Description of Equipment to be installed (the " <u>Equipment</u> "):	Install (15) new 60 watt Granville acorn LED fixtures with black housings and gold band, gold ribs, and lunar optics. Fixtures to be mounted on new stock black 11'6" Mainstreet black fluted posts on concrete foundations. Convert (24) – 100 watt High Pressure Sodium fixtures with 60 watt Granville LED fixtures with black housings and gold band, gold ribs, and lunar optics mounted on existing posts.	
5. Estimated Total Annual Lamp Charges	\$4,625.25 (\$308.35 X 15 – New Lamp Charges – 3 Year Credit) \$7,400.40 (\$308.35 X 24 – Conversions – No 3 Year Credit)	
6. Computation of Contribution in aid of Construction (" <u>CIAC Amount</u> ")	Total estimated construction cost, including labor, materials, and overhead:	\$80,966.90
	Credit for 3 years of lamp charges:	\$13,875.75
	CIAC Amount (cost minus revenue)	\$67,091.15
7. Payment of CIAC Amount:	Due promptly upon execution of this Agreement	
8. Term of Agreement	5 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party.	
9. Does the requested Customer lighting design meet IESNA recommended practices?	(Check One) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If "No", Customer must sign below and acknowledge that the lighting design does not meet IESNA recommended practices Signature: _____	
10. Customer Address for Notices:	Charter Township of Ypsilanti 7200 S Huron River Dr Ypsilanti, MI 48197 Attn: Karen Lovejoy Roe	

11. Special Order Material Terms:

All or a portion of the Equipment consists of special order material: (check one) YES NO

If "Yes" is checked, Customer and Company agree to the following additional terms.

A. Customer acknowledges that all or a portion of the Equipment is special order materials ("SOM") and not Company's standard stock. Customer will purchase and stock replacement SOM and spare parts. When replacement equipment or spare parts are installed from Customer's inventory, the Company will credit Customer in the amount of the then current material cost of Company standard street lighting equipment.

B. Customer will maintain an initial inventory of at least 0 posts and 2 luminaires and any other materials agreed to by Company and Customer, and will replenish the stock as the same are drawn from inventory. Costs of initial inventory are included in this Agreement. The Customer agrees to work with the Company to adjust inventory levels from time to time to correspond to actual replacement material needs. If Customer fails to maintain the required inventory, Company, after 30 days' notice to Customer, may (but is not required to) order replacement SOM and Customer will reimburse Company for such costs. Customer's acknowledges that failure to maintain required inventory could result in extended outages due to SOM lead times.

C. The inventory will be stored at **Ypsilanti Township Barn at 7200 S Huron River Dr., Ypsilanti, MI 48197**. Access to the Customers inventory site must be provided between the hours of 9:00 am to 4:00 pm, Monday through Friday with the exceptions of federal Holidays. Customer shall name an authorized representative to contact regarding inventory: levels, access, usage, transactions, and provide the following contact information to the Company:

Name: **Jeff Allen**

Title: **Residential Services Director**

Phone Number: **Cell 734.368.1125**

Email: **jallen@ytown.org**

The Customer will notify the Company of any changes in the Authorized Customer Representative. The Customer must comply with SOM manufacturer's recommended inventory storage guidelines and practices. Damaged SOM will not be installed by the Company.

D. In the event that SOM is damaged by a third party, the Company may (but is not required to) pursue a damage claim against such third party for collection of all labor and stock replacement value associated with the damage claim. Company will promptly notify Customer as to whether Company will pursue such claim.

E. In the event that SOM becomes obsolete or no longer manufactured, the Customer will be allowed to select new alternate SOM that is compatible with the Company's existing infrastructure.

F. Should the Customer experience excessive LED equipment failures, not supported by LED manufacturer warranties, the Company will replace the LED equipment with other Company supported Solid State or High Intensity Discharge luminaires at the Company's discretion. The full cost to complete these replacements to standard street lighting equipment will be the responsibility of the Customer.

12. Experimental Emerging Lighting Technology (“EELT”) Terms:

All or a portion of the Equipment consists of EELT: (check one) YES NO

If “Yes” is checked, Customer and Company agree to the following additional terms.

A. The annual billing lamp charges for the EELT equipment has been calculated by the Company are based upon the estimated energy and maintenance cost expected with the Customer’s specific pilot project EELT equipment. .

B. Upon the approval of any future MPSC Option I tariff for EELT street lighting equipment, the approved rate schedules will automatically apply for service continuation to the Customer under Option 1 Municipal Street Lighting Rate, as approved by the MPSC. The terms of this paragraph B replace in its entirety Section 7 of the Master Agreement with respect to any EELT equipment purchased under this Agreement.

Company and Customer have executed this Purchase Agreement as of the date first written above.

Company:

Customer:

The Detroit Edison Company

Charter Township of Ypsilanti

By: _____

By: _____

Name: _____

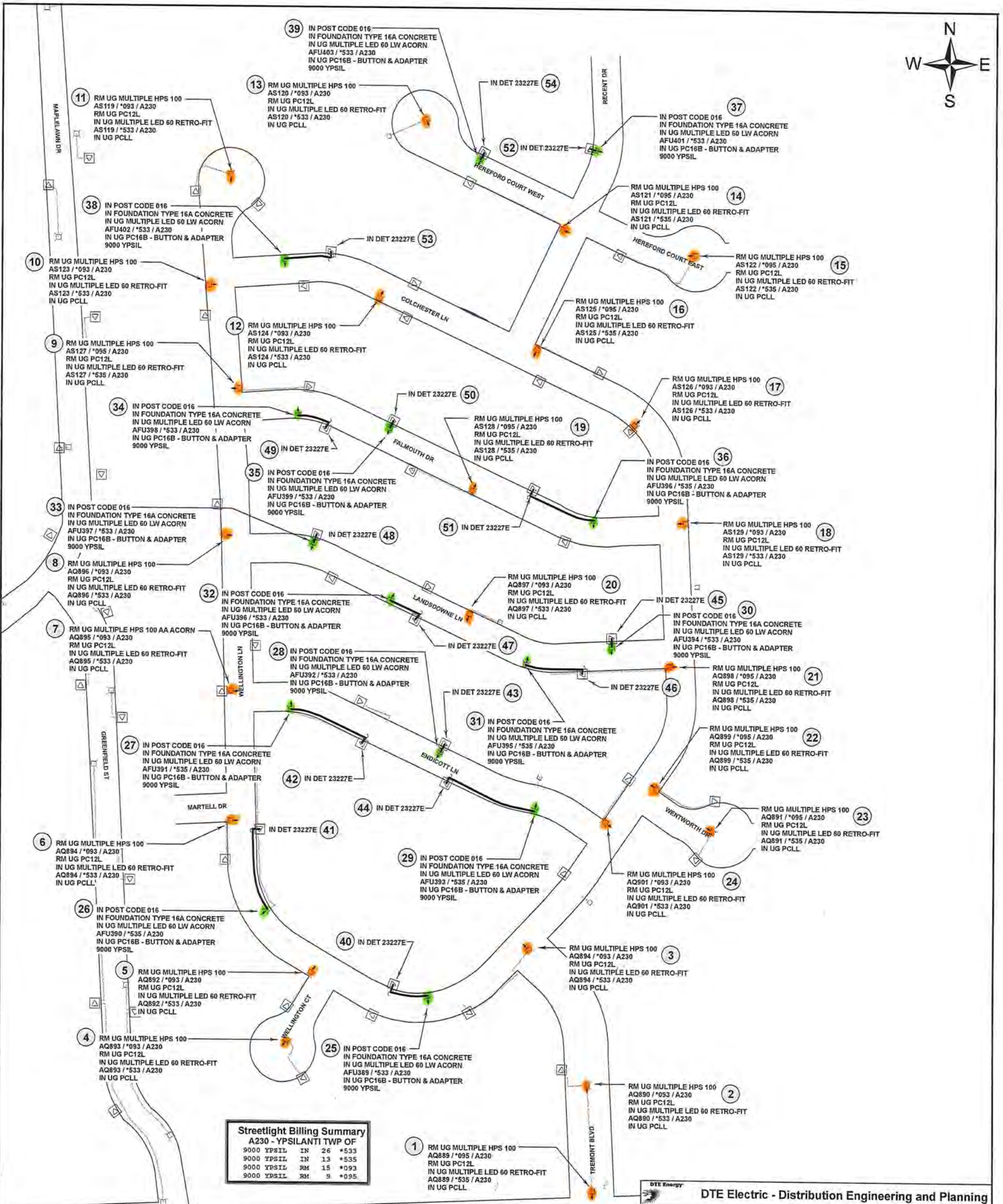
Name: _____

Title: _____

Title: _____

□ - EXISTING LIGHT LOCATION - 24 TOTAL

■ - NEW LIGHT LOCATION - 15 TOTAL



Streetlight Billing Summary
A230 - YPSILANTI TWP OF

9000 YPSIL IN	26	+533
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AQ889 / *095 / A230
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IN UG MULTIPLE LED 60 RETRO-FIT
AQ889 / *535 / A230
IN UG PCLL

DTE Energy
DTE Electric - Distribution Engineering and Planning

Service Planner Wincek, Thomas J Phone 586.412.3028	Work Order Description SI UG IN 15-60W LED RP 24-100W HPS W/60W LED Tremont Sub. Ypsil Twp. Work Order # 45930578	GIS-DSN	CDH	DUL	CUG	PLC
Supervisor Bilan R Kinnick Phone 734.397.4024	Service Center ANN City Work to be Performed YPSILANTI	Worksite City YPSILANTI	Worksite Twp YPSILANTI	County Washtenaw	Scale	Sheet 35
Planning Engineer JL Company	Design JL Company	Contract	Estim.	Phone	Scale	Sheet
Phone	CUE Number 666057	Ver 1	Plot Date 12/15/2016	Scale	Town 03S	Range 07E

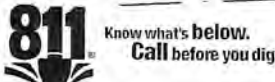


EXHIBIT "B"

NEW BUSINESS

**CHARTER TOWNSHIP OF YPSILANTI
2016 BUDGET AMENDMENT #18**

December 20, 2016

101 - GENERAL OPERATIONS FUND

Total Increase \$20,696.00

Request to increase the budget for the Township Project Engineer line item in the Community Development Department. This is for the engineering professional services of Orchard, Hiltz & McCliment (OHM). This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$5,600.00
		Net Revenues	<u><u>\$5,600.00</u></u>
Expenditures:	Township Projects-Engineer	101-371-000-817.000	\$5,600.00
		Net Expenditures	<u><u>\$5,600.00</u></u>

Request to increase budget for DTE to convert 24 existing mercury and sodium vapor street lights to LED cost savings lights in the Tremont Subdivision. This will be fund by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$15,096.00
		Net Revenues	<u><u>\$15,096.00</u></u>
Expenditures:	Street Light - Construction/Conversion	101-956-000-926.050	\$15,096.00
		Net Expenditures	<u><u>\$15,096.00</u></u>

Budget Line Transfer request to complete a transfer between Cost Centers (Departments). We would like to move the available budgeted funds from our Other Functions Department for Consultant - Community Development, which was used for the retainer for the Township Planner Carlisle Wortman and move to Community Development Department for the Township Planner - Carlisle Wortman . This will allow us to track all planning expenditures in one department. There will be no change to the overall budget.

Expenditures:	Township Projects-Planner	101-371-000-801.003	\$8,875.00
		Expenditures	<u><u>\$8,875.00</u></u>
Expenditures:	Consultant - Community Development	101-956-000-817.371	(\$8,875.00)
		Expenditures	<u><u>(\$8,875.00)</u></u>

**CHARTER TOWNSHIP OF YPSILANTI
2016 BUDGET AMENDMENT #18**

December 20, 2016

584 - GOLF COURSE FUND

Total Increase \$7,824.00

Request to reduce the budgeted revenue for cart rentals and increase the budget revenue line for prior year fund balance due to the lower than anticipated revenues projected for cart rentals in 2016. This will not increase the over all budget amount of the Golf Course Fund, but allow appropriation from prior year fund balance to cover the shortfall.

Revenues:	Prior Year Fund Balance	584-000-000-699.000	\$43,000.00
		Revenues	<u>\$43,000.00</u>
Revenues:	Equipment Rentals - Carts	584-000-000-667.004	(\$43,000.00)
		Revenues	<u>(\$43,000.00)</u>

Request to increase the budget for the cost of food & beverages sold at the Golf Course. The Golf Course need to purchase more food & beverage than anticipated. This year the net profit from the sale of food & beverage was \$11,368.70. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	584-000-000-699.000	\$7,824.00
		Net Revenues	<u>\$7,824.00</u>
Expenditures:	Cost of Goods - Pro Shop Food & Beverage	584-584-000-757.008	\$7,824.00
		Net Expenditures	<u>\$7,824.00</u>

Motion to Amend the 2016 Budget (#18):

Move to increase the General Fund budget by \$20,696 to \$8,895,941 and approve the department line item changes as outlined.

Move to increase the Golf Course Fund budget by \$7,824 to \$689,615 and approve the department line item changes as outlined.

CHARTER TOWNSHIP OF YPSILANTI

Resolution No. 2016-66

2017 Board and Commissions Appointments and Re-Appointments

REAPPOINTMENTS

<u>Board of Review</u>	<u>Term</u>	<u>Expiration Date</u>
Lathion, Marsha	2 Years	12/31/2018
Stovall, Maurice	2 Years	12/31/2018
Peterson, Gloria (Alternate)	2 Years	12/31/2018
<u>Civil Service Commission</u>	<u>Term</u>	<u>Expiration Date</u>
Troy, Mike (appointed by Firefighters)	2 Years	12/31/2018
<u>Construction Board of Appeals</u>	<u>Term</u>	<u>Expiration Date</u>
Cook, Roger	2 Years	12/31/2018
Foley, Jesse	2 Years	12/31/2018
McComb, Alan	2 Years	12/31/2018
<u>Election Board</u>		<u>Expiration Date</u>
Roe, Karen Lovejoy		11/20/2020
<u>Joint Labor Management Team</u>		<u>Expiration Date</u>
Doe, Lawrence		11/20/2020
Roe, Karen Lovejoy		11/20/2020
<u>Local Development Finance Authority (LDFA)</u>		<u>Expiration Date</u>
Doe, Lawrence		11/20/2020
Stumbo, Brenda		11/20/2020
<u>Planning Commission</u>	<u>Term</u>	<u>Expiration Date</u>
Eldridge, Stan (Board Liaison)		11/20/2020
Krieg, Laurence	3 Years	12/31/2019
Peterson, Gloria	3 Years	12/31/2019
<u>SE Michigan Council of Governments (SEMCOG)</u>		<u>Expiration Date</u>
Doe, Lawrence (Alternate)		11/20/2020
<u>Washtenaw Urban Executive Committee/Home Consortium Board</u>		<u>Expiration Date</u>
Stumbo, Brenda (Delegate)		11/20/2020
Roe, Karen Lovejoy (Alternate)		11/20/2020
<u>Weed Commissioner</u>	<u>Term</u>	<u>Expiration Date</u>
Elling, Bill	2 Years	12/31/2018
<u>Ypsilanti Community Utilities Authority</u>	<u>Term</u>	<u>Expiration Date</u>
Doe, Lawrence	3 Years	12/31/2019
<u>Zoning Board of Appeals</u>	<u>Term</u>	<u>Expiration Date</u>
Iacoangeli, Jason	3 Years	12/31/2019

APPOINTMENTS

<u>Board of Review</u>	<u>Term</u>	<u>Expiration Date</u>
Craven, Brenda	2 Years	12/31/2018

Election Board

Eldridge, Stan
 Williams, Monica Ross

Expiration Date

11/20/2020
 11/20/2020

Huron River Watershed Council

Wilson, Jimmie (Alternate)

Expiration Date

11/20/2020

Local Development Finance Authority

Jefferson, Ricky (County Liaison)
 Roe, Heather Jarrell
 Wrybkowski, Nancy

Expiration Date

12/31/2020
 11/20/2020
 Staff Assignment

Planning Commission

Iacoangeli, Jason

Term

3 Years

Expiration Date

12/31/2019

SE Michigan Council of Governments (SEMCOG)

Roe, Heather Jarrell (Delegate)

Expiration Date

11/20/2020

Washtenaw Area Transportation Study Committee (WATS)

Williams, Monica Ross (Policy)
 Stumbo, Brenda (Technical)

Expiration Date

11/20/2020
 11/20/2020

Zoning Board of Appeals

Adams, Gage
 Wilson, Jimmie (Board Liaison)
 El-Assadi, Becky (Alternate)

Term

3 Years

3 Years

Expiration Date

12/31/2019

11/20/2020

12/31/2019

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
STAN ELDRIDGE
HEATHER JARRELL ROE
MONICA ROSS WILLIAMS
JIMMIE WILSON JR.



**Human Resource
Department**

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 484-0065
Fax: (734) 484-5160
ytown.org

MEMORANDUM

TO: Charter Township of Ypsilanti Board of Trustees

FROM: Karen Wallin, HR Department

DATE: December 19, 2016

RE: **Request authorization to move forward with Employment Agreement for the Director of Golf Operations position.**

On September 19, 2016 the Director of Golf Operations position was posted. The position was posted in a number of locations including the USGA (United States Golf Association) and GAM (Golf Association of Michigan). A total of 3 applications/resumes were received by the Human Resource Department. Applications were reviewed for the minimum qualifications outlined within the job description, and 2 individuals were selected for interviews. Interviews took place on November 18, 2016 conducted by a panel consisting of Residential Services Director, Jeff Allen, Deputy Treasurer Debbie Agdorny, and myself. Following the first round interviews 1 candidate was recommended for a second round interview which took place on Friday, December 16, 2016 with the 3 FT Officials.

Recommendation is being forwarded to the Township board, that the position of Director of Golf Operations be offered to Kirk Sherwood II, and that the attached employment agreement outlining the compensation package be approved.

Your consideration in this matter is appreciated. Should you have any additional questions, please feel free to contact me.

DIRECTOR OF GOLF OPERATIONS

(COMPENSATION/BENEFIT PACKAGE)

Salary: \$48,000/annually, paid in bi-weekly installments. Position will have a six-month probationary period. Future increases in salary will be at the discretion of the Township Board as part of the yearly budget process.

PTO/Sick: 13 days (104 hours) of PTO per year. Because of the seasonal nature of golf, PTO time must be scheduled between November 1st and March 15th of each year. PTO hours accrued in the first and final years of employment will be pro-rated based on time actually worked that year. PTO shall be used within the year it is accrued and may not be rolled from year to year. Following five years of service, consideration may be given to increase yearly accrual. The employee may request a payout of 32 hours of PTO earned at 100% per year. Payouts of PTO Time shall be non-MERS wages and not rolled into base wage.

The Township will provide 5 sick days per year to be used for illness of injury and is not to be accrued year to year.

Holiday: The Township observes thirteen holidays: New Year's Day, Martin Luther King Jr. Day, President's Day, Good Friday, Memorial Day, 4th of July, Labor Day, Veteran's Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve, Christmas Day and New Year's Eve.

***Due to the nature of the position, holidays falling within the golf season will require the Director of Golf to work as needed. Therefore, the Holiday close down between Christmas and New Year's (3 work days) will be paid time off with no PTO required.**

Should the Township observe close down days around additional observed Holidays, the employee shall take the time off by using PTO days from their bank. Upon approval, this time may be taken LWOP.

Retirement: Participation is required in the Municipal Employee's Retirement System (MERS) effective the date of hire. Employee contribution for 2017 will be 8.59% of gross wage, pre-tax and may change depending on yearly actuary results. The benefit offered is a defined benefit with vesting at 10 years of service and a benefit multiplier of 2.0%.

Optional participation in a 457 Plan is available through Nationwide Retirement Solutions or MERS.

Life Insurance: \$30,000 group life with AD&D for employee only.

Health Insurance: The Township offers health through Blue Cross/Blue Shield of Michigan. The current plan is Flex Blue Plan #3 with the Flex Blue RX Drug Rider. The Township is currently providing a benefits card to pay for In-Network deductibles of up to \$3,250/per person and up to \$6,450/per family. In addition, the Township is currently providing an additional \$1,000/per person and \$2,000/family of \$10 generic/\$60 Brand name coinsurance for prescription drugs. The current benefit card is paid for by the Township through a Healthcare Reimbursement Account established by the Township.

For Non-union employees, the Township is currently providing coverage for the employee at 100% and coverage for the dependents at 80%. The 2017 employee contribution for family health care coverage is \$103.33/per pay period for the first two pays of each month (\$206.66/month). This contribution may change based on yearly health care renewals.

Employees also have the option to withdraw from health insurance coverage if covered by another health insurance program and proof of the coverage is provided to the Human Resource Department. Employees who choose to withdraw shall receive annually a \$3,000 cash payment in lieu of insurance. These payments are paid in two installments: one in June and one in December.

Employees hired after December 31, 2013 shall not be eligible for retiree health care.

Vision/Dental: Vision insurance shall be offered at the level currently provided through VSP Vision Plan with premiums paid by the Township.

Dental insurance shall be offered at the level currently provided through Delta Dental of Michigan with premiums paid by the Township.

Disability: Short Term and Long Term Disability benefits are currently available through the Township paying at 66 2/3% of wage. The employee may utilize their PTO to make up the difference in their gross income, while on disability, not to exceed 100% of pay.

I understand by signing below, the parties may review the current benefit package and make future changes negotiated with other Township employee groups.

Please sign below indicating your acceptance of the above employment package.

Employee Signature

Date

HR Representative

Date



Charter Township of Ypsilanti

Director of Golf Operations

Seeking enthusiastic qualified applicant to direct and supervise the business operations of the Green Oaks Golf Course. Position is responsible for planning, promoting and directing all golf activities including daily management responsibilities.

Applicants must:

- Prepare yearly budget including forecasting of short and long term goals outlining improvements to the facilities.
- Plan and conduct golf clinics and development opportunities.
- Design marketing plan to properly position the facility in the marketplace.
- Have a Bachelor's Degree in Golf Management, Business Administration or related field with experience in golf course operation; or a combination of relevant education and experience demonstrating knowledge, skill, and ability to perform the essential duties.
- Have a minimum of five years professional management experience.
- Have strong written and verbal communication skills with the ability to analyze, manage and solve personnel and administrative problems.
- Knowledge of computer software systems including MS Office and GolfNow.
- Possess and maintain a valid Michigan Driver's License with a good driving history.
- Have Class "A" Member with PGA in good standing preferred.

Salary Range: \$45,000 - \$50,000 DOQ.

Job description and application is available at: ytown.org or in the HR Department at the Township Civic Center, 7200 S. Huron River Dr., Ypsilanti, MI.

Closing Date: Friday, October 14, 2016

Equal Opportunity Employer

Charter Township of Ypsilanti

DIRECTOR OF GOLF OPERATIONS

Summary

Direct and supervise the business operations of the municipal golf course. Schedule events and insure the efficient operation of the golf course.

Supervision Received

This position is a year round position and works under the direction of the Township Supervisor or designee. The position is responsible for making decisions and carrying out day-to-day operations of the Golf Course.

Supervision Exercised

Direct supervision is exercised over the Golf Course Superintendent and seasonal employees.

Responsibilities and Duties

An employee in this position may be called upon to do any or all of the following essential duties: (These examples do not include all of the duties which the employee may be expected to perform).

1. Plan, promote and direct all golf activities including daily management responsibilities. Maintain visible presence on the course during peak times of play.
2. Order all supplies associated with golf activities and handles all purchase orders and invoicing.
3. Preparation of budget including forecasting and review of all golf revenues and expenses on a daily, weekly, monthly and annual basis. Take corrective actions as necessary to help assure that budget goals are attained.
4. Maintain attractive, orderly appearance in pro shop. Meet with sales reps, order and select merchandise and track inventory. Supervise physical inventory and the display of merchandise. Assist in the development of necessary systems to safeguard inventory.
5. Selects, supervises, trains and evaluates pro shop and ranger employees. Schedules staff hours to assure that members are fully served and that labor costs are maintained. Approve all golf staff time sheets/payroll to validate adherence to posted schedules.

Charter Township of Ypsilanti

DIRECTOR OF GOLF OPERATIONS (CON'T)

6. Plays golf with guests of all skill-levels to generate enthusiasm for the game. Plans and conducts golf clinics and professional development training for subordinates. Designs and conducts junior golf clinics and training programs.
7. Oversee the tee time reservation and point-of-sale system as well as the properly logging all golfers into the system. Coordinate the use and maintenance of golf carts and practice facility.
8. Interprets and enforces “The Rules of Golf”, club policies, rules and regulations.
9. Develop short- and long-range plans for improvements to the club facilities and course. Establish sales goals and forecasts for all golf programs and services.
10. Compile, monitor and analyzes information from market competition for comparison studies to properly position the facility in the marketplace. Provide golf-related information for the Township website.
11. Adhere to all federal, state and local laws regarding health, safety and employment. Implement an overall safety program that conforms to OSHA standards for golf department.
12. Attend all staff, management, greens committee and other applicable meetings.
13. Represent the golf course in area professional events including local, state or national events as approved.
14. Cooperate with the Grounds Superintendent in regard to maintenance issues the affect the playability of the golf course.
15. Perform other appropriate tasks assigned by the Township Supervisor or designee.

Essential Functions, Qualifications and KSA’s for Employment

(An employee in this position, upon appointment, should have the equivalent of the following):

- Bachelor’s Degree in Golf Management, Business Administration or a related curriculum in and experience in golf course operation. (An equivalent combination of education and experience may be considered)
- Current Class “A” Member with the PGA in good standing preferred.

Charter Township of Ypsilanti

DIRECTOR OF GOLF OPERATIONS (CON'T)

- Knowledge and training of USGA Rules of Golf.
- Must have strong knowledge of golf and be an effective golf instructor.
- Minimum of five years or related professional experience required with the ability to plan, organize, coordinate, direct and effectively supervise a large number of subordinates engaged in golf operation.
- Knowledge of general business practices and merchandising requirements, such as purchasing, sales promotion, and bookkeeping gained through education and/or experience.
- Must be a good organizer and enthusiastic about developing public interest in golf at all age levels.
- Experience and knowledge of golf course maintenance preferred.
- Ability to work and communicate effectively both orally and in writing with the public, employees and vendors.
- Must possess and maintain a valid Michigan Drivers License with a driving history that does not create liability concerns.
- Knowledge of computers and current office software systems including MS Office, ForeUP Golf PoS and communications software.

PHYSICAL REQUIREMENTS:

(The physical demands described here are representative of those that must be met by an employee to successfully perform the essential duties of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties)

Physical Demands

Stand	Frequently
Walk	Frequently
Sit	Frequently
Use of Hands/Fingers	Constantly
Reach	Occasionally
Climb	Occasionally
Crawl	Rarely
Squat or Kneel	Occasionally
Bend	Occasionally

OTHER BUSINESS
